

# Application Instructions

LL.M. candidates must have completed a first degree in law (J.D., LL.B. or the equivalent) by the time of their enrollment in the program.

Candidates are evaluated primarily on the strength of their academic record. If a candidate has prior work experience, for example in a law firm, company, NGO or other organization, the Committee will also consider this in its evaluation. Environmental law candidates are also evaluated for a demonstrated commitment to pursuing a career in the environmental field.

The Graduate Admissions Committee may interview candidates by video-conference/Zoom.

To be considered for admission to any of the graduate programs at Pace Law School, please submit the following:

1. A completed online application using the LSAC system.
2. Official transcripts from all undergraduate and graduate institutions attended. Transcripts need to be in English or enclose a certified English Translation.
3. A personal statement. Please discuss your professional goals and ambitions, and your reasons for applying to a graduate program at Pace Law School. You may include a description of your work experience, extracurricular or volunteer activities. You may also anticipate any questions the Graduate Admissions Committee may have while reviewing your application. The personal statement must be entirely your own work, written in English, and 500 words or less.
4. Two letters of recommendation. These should be from someone who knows you well and can comment on your academic or professional work and preparation for a graduate law program. Potential sources include current or former law professors, employers, supervisors, colleagues or business partners. The letters need to be dated and signed by the recommender at least six months before the application is sent/submitted.
5. A legal writing sample. Please send us a short sample (3 to 4 pages) of your best legal writing. This could be a law school research paper, a legal brief or memorandum of law. It must be entirely your own work and written originally in English.
6. A complete resume or curriculum vitae. This should contain a summary of your academic and professional experience, with a chronological list of jobs held and duties performed.
7. Proof of English proficiency. The Graduate Admissions Committee accepts TOEFL scores of at least 100, IELTS scores of at least 7.0, or 130 on the Duolingo English Test. Candidates whose native language is not English, but who have completed university degrees in which English was the language of instruction, may apply for a waiver of the English proficiency requirement by submitted a letter from their institution confirming that English was the language of instruction. Only Bachelor, Graduate and Post Graduate degrees are considered for the waiver.
8. Applicants to the SJD program must submit a thesis proposal explaining the subject they intend to research while at Haub Law. They should have also completed an LLM in environmental law, either at Pace Law School or another institution, by the time of enrollment in the SJD program.
9. All applicants must pay a nonrefundable application fee of USD 70 through the LSAC system.

## Application Deadlines:

- For International Students - Priority Deadline is March 1, 2026, Final Deadline is June 1, 2026 by 11:59 p.m. (Eastern Time)
- For Domestic Students - Priority Deadline is May 1, 2026, Final Deadline is July 15, 2026 by 11:59 p.m. (Eastern Time)

We strongly encourage applicants to apply by the priority deadline. Early application enhances your chances for scholarship and Environmental Law Graduate fellowship consideration and allows ample time to complete visa processing and other enrollment requirements.

Please contact the Graduate Programs Office if you have any questions about the LLM or SJD programs at Pace Law School. You may e-mail us at [llm@law.pace.edu](mailto:llm@law.pace.edu), or contact us by telephone (+1) (914) 422-4282.

## Program

Application for Degree Program:

- ☐ LLM Comparative Legal Studies  
☐ LLM in U.S. Legal Systems  
☐ LLM Environmental Law  
☐ SJD Environmental Law

Are you applying for full or part time?

- ☐ Full Time  
☐ Part Time

Where did you learn about Pace Law School?

- ☐ Brochure or flyer  
☐ Campus visit  
☐ Internet Search  
☐ LLM or graduate school fair  
☐ Pace Law School website  
☐ Recommendation by a third party

## Biographical

Prefix \_\_\_\_\_

First name \_\_\_\_\_

Middle name \_\_\_\_\_

Last name \_\_\_\_\_

Suffix \_\_\_\_\_

Previous (other) name \_\_\_\_\_

Preferred or chosen first name \_\_\_\_\_

Date of birth \_\_\_\_\_

Place of birth: City \_\_\_\_\_

Place of birth: Country \_\_\_\_\_

Place of birth: State/Province \_\_\_\_\_

Gender \_\_\_\_\_

LSAC account number \_\_\_\_\_

## Citizenship Information

Are you a citizen or permanent resident of the U.S.?

☐ Yes

☐ No

Will you need F1 Visa?

☐ Yes

☐ No

What is your Country of Citizenship? If you do not require F1 Visa, what is your current visa status?

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## Contact Information

### Current Address

Street address - Line 1

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Street address - Line 2

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City

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Country

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Zip/postal code

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Current mailing address good until

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### Permanent Address

Street address - Line 1

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Street address - Line 2

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Contact Information continued

City

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Country

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Zip/postal code

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Permanent mailing address good until

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Other Contact Information

Primary e-mail address

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Mobile phone number

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Can the school send text messages to your mobile phone?

☐ Yes

☐ No

Standardized Testing

TOEFL

Test Date	Test Score
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

Standardized Testing continued

IELTS

Test Date	Test Score
_____	_____
_____	_____
_____	_____

Education

List ALL educational institutions attended.

Institution type   \_\_\_  High School   \_\_\_  Undergraduate   \_\_\_  Graduate   \_\_\_  Law   \_\_\_  Other Post Graduate

Institution name \_\_\_\_\_

Major \_\_\_\_\_

Country \_\_\_\_\_ Start date \_\_\_\_\_

State/Province \_\_\_\_\_ End date \_\_\_\_\_

City \_\_\_\_\_ Degree \_\_\_\_\_

GPA \_\_\_\_\_ Date degree granted \_\_\_\_\_

Rank \_\_\_\_\_

\_\_\_\_\_  
Institution type   \_\_\_  High School   \_\_\_  Undergraduate   \_\_\_  Graduate   \_\_\_  Law   \_\_\_  Other Post Graduate

Institution name \_\_\_\_\_

Major \_\_\_\_\_

Country \_\_\_\_\_ Start date \_\_\_\_\_

State/Province \_\_\_\_\_ End date \_\_\_\_\_

City \_\_\_\_\_ Degree \_\_\_\_\_

GPA \_\_\_\_\_ Date degree granted \_\_\_\_\_

Rank \_\_\_\_\_

## Education continued

Institution type \_\_\_\_ High School \_\_\_\_ Undergraduate \_\_\_\_ Graduate \_\_\_\_ Law \_\_\_\_ Other Post Graduate

Institution name \_\_\_\_\_

Major \_\_\_\_\_

Country \_\_\_\_\_ Start date \_\_\_\_\_

State/Province \_\_\_\_\_ End date \_\_\_\_\_

City \_\_\_\_\_ Degree \_\_\_\_\_

GPA \_\_\_\_\_ Date degree granted \_\_\_\_\_

Rank \_\_\_\_\_

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Institution type \_\_\_\_ High School \_\_\_\_ Undergraduate \_\_\_\_ Graduate \_\_\_\_ Law \_\_\_\_ Other Post Graduate

Institution name \_\_\_\_\_

Major \_\_\_\_\_

Country \_\_\_\_\_ Start date \_\_\_\_\_

State/Province \_\_\_\_\_ End date \_\_\_\_\_

City \_\_\_\_\_ Degree \_\_\_\_\_

GPA \_\_\_\_\_ Date degree granted \_\_\_\_\_

Rank \_\_\_\_\_

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

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## Bar Admission

List the states and/or countries, dates of admittance, and the current status (active/inactive) to practice law.

Country \_\_\_\_\_ Date of Admittance \_\_\_\_\_

State or Province \_\_\_\_\_ Current Status \_\_\_\_ Active \_\_\_\_ Inactive

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## Bar Admission continued

Country \_\_\_\_\_ Date of Admittance \_\_\_\_\_

State or Province \_\_\_\_\_ Current Status ☐ Active ☐ Inactive

Country \_\_\_\_\_ Date of Admittance \_\_\_\_\_

State or Province \_\_\_\_\_ Current Status ☐ Active ☐ Inactive

Country \_\_\_\_\_ Date of Admittance \_\_\_\_\_

State or Province \_\_\_\_\_ Current Status ☐ Active ☐ Inactive

If you are not a member of the bar in any state/country, when do you plan to sit for a bar examination and in which state/country?

Planned bar exam date \_\_\_\_\_

Country \_\_\_\_\_

State or Province \_\_\_\_\_

If you are not qualified to practice law, have you completed all of the academic (university level) legal education requirements necessary to take the bar examination?

☐ Yes

☐ No

## Additional Information

List publications and lectures:

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List professional or academic activities:

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## Additional Information continued

List volunteer service:

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Would you wish to be consider for a merit based Scholarship?

Merit based Scholarships are awarded on the basis of academic and professional merit.

☐ Yes

☐ No

If you wish to be consider for a merit based scholarship briefly describe why.

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## Character and Fitness

If your answer to any of the Character and Fitness questions is "yes," explain fully on a supplemental sheet. For those candidates pursuing the bar exam, note that 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 relevant agencies are available through the National Conference of Bar Examiners.

Has your high school, college or university, graduate or professional school course been interrupted for one or more terms for any reason?

☐ Yes

☐ No

Have you ever been placed on academic and/or disciplinary probation for actions arising from allegations of academic dishonesty, plagiarism, cheating, etc., during your high school, college, university, graduate or professional school course work?

☐ Yes

☐ No

Have you ever been suspended or required to withdraw from any academic program for scholastic or other reasons?

☐ Yes

☐ No

Are there any disciplinary charges pending against you?

☐ Yes

☐ No



## Character and Fitness continued

Have you, at any age, unless specifically excluded below, been charged with, indicted for, tried for, convicted of, or pleaded guilty to, any felony or misdemeanor or the violation of any law? In your response to this question, disclose any matter in which you were adjudicated a youthful offender or received an equivalent adjudication in another jurisdiction.

Do NOT report:

- (a) any matter in which you were adjudicated a juvenile delinquent in Family Court or other noncriminal proceeding;
- (b) any citation, ticket or arrest that did not result in criminal charges or an indictment, trial, conviction or guilty plea;
- (c) vehicle and traffic matters that occurred more than 10 years before the filing of this application, EXCEPT alcohol or drug related traffic violations, which must be reported in all cases, irrespective of when they occurred;
- (d) parking violations.

If your answer is yes, in your description of the facts and circumstances please include the name and locality of court charge or charges, disposition thereof and underlying facts including relevant dates.

☐ Yes

☐ No

If you have ever served on full-time military active duty, was your discharge under conditions other than honorable?

☐ Yes

☐ No

## Application Statement

By submitting this application electronically, I understand that if I am admitted to the Law School and register as a student, the School will retain this application and all supporting materials and may make them available to state bar character committees, and I consent to such disclosure. I certify that the information provided by me in this application is true and complete. From time of application through enrollment, I shall promptly advise the Law School Office of Graduate Admissions in writing of any change in any of the facts indicated in this application. I understand that matriculation and attendance at any other law school (from time of application through enrollment) would render any offer of admission from Elisabeth Haub School of Law at Pace University void. I understand that falsification of this application and supporting materials will be grounds for its denial, or if I am accepted, for dismissal from the Law School. I further agree and authorize Pace to publish, for public relations purposes, any photographs in which I appear. I understand that my admission to Pace is a privilege and not a right and I agree that my admission, if granted, my registration and continuance on the rolls and graduation are subject to all policies, rules, regulations, and procedures set forth in the current bulletins, catalogs, online, and other publications and notices of Pace University and as they may be amended and further subject to the right of the authorities of Pace to require my withdrawal for scholastic, disciplinary or other reasons, under circumstances deemed sufficient by them.

I certify that I am a law school graduate.

By submitting this form the applicant agrees to all the statements and terms described above.

☐ I agree to this statement.

# 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.

## Law School Interest continued

Are you applying to any other LLM schools?

☐ Yes

☐ No