

## **Frequently Asked Questions (FAQs) for the U.S. Legal Studies LL.M. Program**

### **What is the U.S. Legal Studies for Foreign Attorneys Program?**

The U.S. Legal Studies for Foreign Attorneys LL.M. program is intended for well-qualified lawyers from countries outside the United States who desire to immerse themselves in the study of the common law and then plan to return to their country to practice law.

### **What are the degree requirements?**

The degree requires 24 credit hours: 18 required and 6 elective. The LL.M. student must also have a 3.0 grade point average at the time of graduation.

### **Is the program approved or accredited?**

This program received ABA acquiescence and Higher Learning Commission accreditation approval.

### **How long will it take to complete the program?**

Students in the U.S. Legal Studies LL.M. are in residence for one year studying full-time for three consecutive semesters. Another option available to students who wish to finish their studies earlier is to participate in Cooley's six week summer foreign study program in Toronto, Canada. The Toronto option provides students the opportunity to complete their studies in June rather than August.

### **What are the admission requirements of this LL.M. program?**

Admission to this program will be based on, among other things:

- an earned first degree in law, or its equivalent, from a recognized university outside the United States that is duly accredited in the country
- a distinguished academic record, or has clearly demonstrated by experience, academic performance or other qualifications, the ability to perform well in the LL.M. program
- certification, or capability of certification, to practice law in their country

- undergraduate major and academic performance
- a written personal statement
- a letter of recommendation
- a writing sample
- the ability to demonstrate proficiency in speaking and writing English is required of applicants who are not native English speakers. The official TOEFL report must be sent directly by ETS to Thomas M. Cooley Law School.

### **What do I have to submit to apply for the program?**

1. A completed application. The application for the program is available on our web site at <http://www.cooley.edu/international/index.html>.
2. Credential evaluation by the Law School Admission Council (LSAC) LL.M. Credential Assembly Service or the World Education Services, Inc. (WES). The report must be sent directly from the service you choose to Cooley Law School.
3. Demonstrated English speaking and writing ability. An official TOEFL report must be sent directly by ETS to Cooley.
4. Resume / Curriculum Vitae
5. Personal statement
6. Reference letter
7. Writing sample

There is no application fee.

Submit your application materials to the International Programs Office:

Thomas M. Cooley Law School  
 International Programs Office  
 300 South Capitol Avenue  
 Lansing, MI 48933

Choose the credential evaluation you wish to use: Law School Admission Council (LSAC) LL.M. Credential Assembly Service or the World Education Services, Inc. (WES). Both services charge for the evaluation. **Instruct the service you choose to send the report directly to Thomas M. Cooley Law School.** Contact information for both services follows.

LSAC LL.M. Credential Assembly Service  
662 Penn Street, Box 8511  
Newtown, PA 18940-8511  
(215) 968-1315  
llm.lsac.org

WES: Request the "Comprehensive Course-by-Course Report".

World Education Services, Inc.  
Bowling Green Station  
P.O. Box 5087  
New York, NY 10274-5087  
(212) 966-6311  
www.wes.org

### **Is the TOEFL test required?**

Applicants to the program who are not native English speakers must demonstrate proficiency in speaking and writing English. Official TOEFL reports must be submitted directly by ETS to Cooley Law School. **Cooley's Institution Code is 1796.** The program's TOEFL score requirements are:

550 minimum on paper-based TOEFL  
213 minimum on computer-based TOEFL  
80 minimum on internet-based TOEFL

Contact information for TOEFL follows:

TOEFL® Services  
Educational Testing Service  
P.O. Box 6151  
Princeton, NJ 08541-6151, USA  
1-609-771-7100, 1-877-863-3546, or 1-609-771-7714.  
www.ets.org

Personal interviews may be conducted by the LL.M. program.

## How do I know if I am admitted to the LL.M. program?

You will receive a mailing from the International Programs Office. The Admissions Office will provide you with information about how to enroll after you receive notice of your admission from the International Programs Office.

## How do I enroll once I am admitted?

You must follow the instructions in the packet of information you receive from the Cooley Admissions Office in order to enroll in the U.S. Legal Studies program. It is important to do so in a timely manner. Make sure you complete all the forms and other paperwork and return them to the designated office.

## How do I design my course of study?

Once admitted to the LL.M. program, you will meet with the program director to choose a schedule option and design your course of study. The course of study must be approved by the program director before the program begins.

## What are my scheduling options?

There are two scheduling options. The “standard” program includes eight credit hours in three consecutive semesters. The “Toronto” option includes eight credit hours in the first semester, 10 credit hours in the second semester, and six credits in Cooley’s Toronto summer program. Students following the “standard” program should expect to spend one calendar year in residence. Students taking the “Toronto” program will complete their studies in 10 months.

### The “Standard” Option

Michaelmas Term (Sept.-Dec.)

• Required courses (6 cr.)

• U.S. Legal Research for Foreign Scholars (2 cr.)

TOTAL: 8 cr.

Hilary Term (Jan.-Apr.)

• Required courses (6 cr.)

• U.S. Constitutional Law for Foreign Scholars (2 cr.)

Total: 8 cr.

Trinity Term (May-Aug.)

• International Law (2 cr.)

• Electives (6 cr.)

Total: 8 cr.

## **The “Toronto” Option**

Michaelmas Term (Sept.-Dec.)	Hilary Term (Jan.-Apr.)	Trinity Term (May-Aug.)
<ul style="list-style-type: none"><li>• Required courses (6 cr.)</li><li>• U.S. Legal Research for Foreign Scholars (2 cr.)</li></ul>	<ul style="list-style-type: none"><li>• Required courses (6 cr.)</li><li>• U.S. Constitutional Law for Foreign Scholars (2 cr.)</li><li>• International Law (2 cr.)</li></ul>	<ul style="list-style-type: none"><li>• Electives (6 cr. at Toronto Program – May-June)</li></ul>
TOTAL: 8 cr.	Total: 10 cr.	Total: 6 cr.

### **How do I select my classes?**

An incoming LL.M. student will meet with the program director to design an approved course of study. The course of study will consist of common law subjects blended with elective courses representing the student’s particular area of interest.

### **What are the required courses?**

12 credits are chosen from common law courses typically studied during the first year of law school such as contracts, property and torts. These required courses are 3 credits each. In addition, U.S. constitutional law and legal research are studied in classes specifically designed for foreign attorneys. The final required course is international law. These courses are 2 credits each.

### **How are elective courses selected?**

The remaining six credits are elective courses from Cooley’s curriculum chosen by the student and approved by the director. These courses are typically 2 credits each. The elective credits can also be earned in Cooley’s Toronto foreign study program by taking courses with an international and comparative focus taught by Canadian lawyers. The courses taught in the Toronto Program are 1 credit each.

### **Do I register each term?**

No. Each term the Registrar’s Office will enroll the student in the chosen classes. The student will receive a schedule through Cooley’s portal.

you with additional information about the Pearson Bursary and provide an application. The Pearson Bursary scholarship is not available to non-degree guest LL.M. students.

### **Is housing information available?**

Please visit <http://www.cooley.edu/housing.html> for more information about housing.

### **How much does it cost to live in Michigan?**

The Financial Aid Office estimates academic expenses each year. This estimate includes living expenses such as room and board, books, personal and miscellaneous, and transportation. Please contact the Financial Aid Office for more information about estimated academic expenses.

### **Will I be able to sit for a bar examination in the United States?**

Completion of the LL.M. degree does not qualify a graduate student to apply for permission to take the bar examination in every state. Each state applies its own criteria for allowing applicants to take the bar examination and for admitting attorneys to practice law.

Lawyers from other countries seeking to practice law in the United States should obtain information regarding the requirements for admission to the bar in the state in which they wish to practice. Information regarding certification for bar examinations is in the Thomas M. Cooley Law School Student Policy Manual.

### **How do I receive additional information?**

Contact the International Programs Office for more information:

Thomas M. Cooley Law School  
International Programs Office  
300 South Capitol Avenue  
Lansing, MI 48933  
(517) 371-5140, ext. 2044  
[internationalprograms@cooley.edu](mailto:internationalprograms@cooley.edu)  
<http://www.cooley.edu/international/index.html>

## **How do I get my textbooks and first class assignments?**

You can obtain your textbooks through the Cooley Bookstore. First class assignments are available on the Cooley portal.

## **How are grades determined and what is the grading scale?**

The grade for the course will be determined based upon performance in the course as demonstrated by a grade on any examination and / or course paper(s) and / or class participation. Graduate students are graded in all courses, and honor points are assigned to those grades as follows:

### Grade Honor Points Per Credit Hour

A	4.00
A-	3.67
B+	3.33
B	3.00
B-	2.67
C+	2.33
C	2.00
C- or below	0.00
W	Withdrawal
WX	Withdrawal after 13th week
I	Incomplete

## **How much is tuition?**

There is no application fee. A \$25 non-refundable enrollment fee is charged to reserve a seat. In addition, there is a \$500 tuition deposit (applied to your first term's tuition) that must be paid by the deadline date. Cooley charges a \$20 non-refundable student activity fee each term. Tuition for graduate courses is \$595 per credit hour. Tuition and fees are subject to change without prior notice.

## **Is financial aid available?**

Applicants with questions regarding the availability of financial aid for LL.M. students should visit the Financial Aid Office at its web site, <http://www.cooley.edu/finaid/>, or contact them by e-mail at [finaid@cooley.edu](mailto:finaid@cooley.edu) or by telephone at (517) 371-5140, ext. 2210.

Canadian citizens have the opportunity to apply for the Pearson Bursary scholarship offered by Cooley Law School. The Admissions Office can provide