

Applicant Information Bulletin
2011-2012 Session **last updated June 2010**

APPLICATION DEADLINES:
 First Year Early Application Incentive: Apply by Sept. 20, 2010 (Save \$30)
First Year: NOVEMBER 1, 2010
 Upper Years: June 30, 2011

I. GENERAL INFORMATION

It is expected that all applicants have read this bulletin carefully. No one can give a guarantee or even an accurate prediction of admission. While applicants are encouraged to discuss their plans with all who can usefully advise them, they should be aware that second and third hand information about Law admission criterion and policies are often incorrect and must not be relied upon.

The University of Manitoba may make changes in the information contained in this pamphlet without prior notice. Please visit: <http://umanitoba.ca/student/admissions/application/deadlines> for updates.

II. IMPORTANT DEADLINE DATES in 2010-2011

Deadline Dates	Index	Individual Consideration	Aboriginal	Upper Years
September 20 Application deadline (on-line & paper) for First Year to qualify for \$30 discount on application fee	✓	✓	✓	
October 9: Last LSAT accepted to be considered for an Early Offer in Index Score category.	✓			
November 1: Final Deadline to apply for First Year (online & paper). Applications are not considered received until the application fee is paid in full.	✓	✓	✓	
November 30: Deadline to submit one (1) official copy of transcript(s) from any university or college other than the University of Manitoba.	✓			
November 30: Deadline to submit two (2) official copies of transcripts from any university or college other than the University of Manitoba.		✓	✓	
November 30: Deadline for Reference letters, Personal Statement, and Résumé and Half-Time Questionnaire (if applicable).		✓	✓	
December 11: Final LSAT accepted for Individual Consideration.		✓		
January: Applicants with an Index Score close to the Early Offer Score may provide 1 st term transcripts to be re-evaluated (optional).	✓			
February 12: Final LSAT date accepted for First Years Index and Aboriginal Categories; Upper Years: Transfer and Advance Standing Categories.	✓		✓	✓
June 15: Deadline to submit one (1) official copy of final official transcripts for courses completed in 2010-11 and proof of English proficiency, if applicable (First Year categories only).	✓	✓	✓	
June 30: Deadline to apply for: Upper Years; including NCA, Letter of Permission, Transfer, and Advanced Standing categories.				✓
July 15: Deadline to submit all required documents in support of applications to Upper Years Categories, including proof of English proficiency, if applicable.				✓

III. USEFUL CONTACT INFORMATION

The mailing addresses for the following University offices are:

(Name of Office)
(Room number and Building)
University of Manitoba
Winnipeg, MB R3T 2N2

FACULTY OF LAW umanitoba.ca/law

Student Services Centre

Student Services Coordinator
Admissions & Financial Aid 201 Robson Hall
Telephone: (204) 480-1485
Email: lawadmissions@umanitoba.ca

Career Development 440 Robson Hall
Telephone: (204) 474-7932
Email: lawcareerservices@umanitoba.ca

Director, Academic Support Program
Telephone: (204) 474-6448

UNIVERSITY OF MANITOBA umanitoba.ca

Enrolment Services

Law Admissions 424 University Centre
Telephone: (204) 474-8825
Fax: (204) 474-7554
Email: jody_dewbury@umanitoba.ca

Financial Aid & Awards

422 University Centre
Telephone: (204) 474-9531
Web site: umanitoba.ca/student/fin_awards/

Student Housing Information

101 Arthur Mauro Residence
Telephone: (204) 474-9922
Toll Free: 1-800-859-8737
Web site: umanitoba.ca/student/housing/

Student Advocacy

519 University Centre
Telephone: (204) 474-7423
Web site: umanitoba.ca/student/resource/

IV. REQUIRED DOCUMENTATION

*Send transcripts to:

Enrolment Services/Law Admissions
424 University Centre
University of Manitoba
Winnipeg, MB R3T 2N2

*Send Personal Statement, Résumé and Reference Letters (Individual Consideration and Aboriginal Categories only) to:

Law Admissions
201 Robson Hall 224 Dysart Road
University of Manitoba
Winnipeg, MB R3T 2N2

Documents Required for ALL Categories:

- Faculty of Law Application Form (paper or online)
- Application Fee (to September 20, \$95 CDN or \$110 CDN Visa students); (September 21 – November 1st, \$125 for CDN and Visa students)
- Official copy of INTERIM transcripts *showing current registration* (if applicable) from any university or college attended **other than the University of Manitoba** (including courses taken on Letter of Permission, Exchange, and Transfer programs) or;
- Official copy of FINAL transcripts are required from any university or college attended **other than the University of Manitoba** (including courses taken on Letter of Permission, Exchange, and Transfer programs)
- Immigration documentation if born outside of Canada
- Name change documentation is required if name has changed as a result of marriage, divorce or other reasons
- Proof of English Proficiency (*See VI ii*), if applicable

Additional documents required ONLY for the Individual Consideration and Aboriginal Categories:

- Personal Statement (6 copies)
- Résumé (6 copies)
- Three (3) Referee Cover Forms & Letters

*Optional for First Year applicants:

- The Law Entrance Awards application. See section XI iii for details. This application should be submitted online (*please visit umanitoba.ca/law/newsite/prospective_students.php*)

NOTE:

Applications are not considered complete until all necessary documents are received. It is the *applicant's responsibility* to ensure Enrolment Services receives all required information and to provide a current address, telephone number and email address. It is crucial your email address remains current and is checked regularly.

Reference letters are to be mailed directly to The Faculty of Law by the Referee and must be in a signed and sealed envelope. Letters sent by Applicants will not be accepted nor read.

Applicants applying only in the Index Score category should not arrange for letters of reference or submit a personal statement; as they will not be read or considered.

V. ADMISSIONS DECISIONS

Early Offers are made to the top percentage of the applicant pool in the Index Score category in **late December** and will only be made to those who have completed the eligibility requirements by the November 1 deadline. Offers will be made in **March to Individual Consideration & Aboriginal applicants** and **early July to Index Score applicants**; the wait list will be created in early July.

Index Score applicants are selected strictly and exclusively by formula. Individual Consideration applicants are selected by screening and interviewing committees. Aboriginal, Transfer, Advanced Standing, Letter of Permission, and National Committee Applicants are decided by the Faculty of Law Admissions Committee. Details of these processes are set out in this pamphlet. The Faculty is assisted by the Admissions Officer for Law in the Enrolment Services/Admissions Office of the University.

VI. ADMISSION TO FIRST YEAR

i. ELIGIBILITY REQUIREMENTS

In order to be eligible for consideration all applicants must:

1. Successfully **complete at least two (2) years (i.e. 10 full courses or 60 credit hours of "graded" course work)** by April 30 in the year admission is sought of any prescribed course of studies evaluated as degree level coursework at the University of Manitoba or an acceptable equivalent thereof.

OR:

For applicants who will be at **least 26 years of age** by September 1 of the year admission is sought, successfully **complete at least one full year (i.e., five full courses or 30 "graded" course work)** of any prescribed course of studies evaluated as degree level coursework at the University of Manitoba or an acceptable equivalent thereof. Applicants applying with one full year of courses must have the courses **completed** by November 1, 2010.

If applying in the *Individual Consideration or Aboriginal categories*, the coursework requirement must be met by November 1, 2010. If applying in the *Index* category, the coursework requirement must be met by April 30, 2011.

2. have written the **LAW SCHOOL ADMISSIONS TEST (LSAT)** on or after **June 2006** and no later than **February 2011 (December 2010 for Individual Consideration)**

NOTE:

1. Students applying on the basis of work completed in a General Studies degree program at another university are eligible to apply if a minimum of 60 graded credit hours (30 graded credit hours for applicants at least 26 years of age) of course work is transferable to AND meets the degree requirements of a degree at the University of Manitoba or a degree other than the General Studies degree at the other university, which is an acceptable equivalent to a degree at the University of Manitoba.
2. Commencing in September 1998, all undergraduates at the University of Manitoba are required to register in "University 1" for their first year and "University 1" will count towards all undergraduate degrees.

ii. ENGLISH PROFICIENCY REQUIREMENTS

All applicants whose *primary language** is not English and do not qualify for a waiver under the University of Manitoba's English language proficiency regulation (umanitoba.ca/student/admissions/international/) will be required to demonstrate proficiency in English through one of the following options:

1. Achievement of an overall minimum score of 100 with no section lower than 24 on the **Internet-based Test of English as a Foreign Language - TOEFL (iBT)**
2. Achievement of a minimum score of 7.0 on the Academic model with no less than 7.0 on each section in the **International English Language Testing System (IELTS)**
3. **Achievement of a minimum score of 5.0 in all four skill areas in the Canadian Test of English for Scholars and Trainees (CanTEST)**
4. Achievement of a minimum score of 80 with no subtest below 80 on the **Canadian Academic English Language Assessment (CAEL)**

* the term "primary language" is defined as that language which is most commonly used in homes, communities and daily commerce in your native

country. It may or may not be the country's official language or one of the country's official languages or the language of instruction.

iii. LSAT (LAW SCHOOL ADMISSIONS TEST)

www.lsats.org

The LSAT is a half-day multiple choice standardized test issued by the Law School Admissions Council (LSAC). The LSAT is designed to test reading comprehension, analytical reasoning, logical reasoning and writing; it does not presuppose any specialized knowledge. These are the generalized abilities that are involved in and necessary for the educational process in law schools. Studies have shown that test results are a useful predictor of likely performance in First Year Law. A perfect LSAT score is 180. To register for and to learn more about the LSAT please visit: www.lsats.org

Only LSAT results from **June 2006 to February 2011** will be considered valid for those applying in the Index Score and Aboriginal categories. Applicants applying to the Individual Consideration category must write the LSAT by **December 2010**.

Only applicants with tests written by **October 2010** will be eligible for consideration for Index Score category Early Offers of admission and Entrance Awards.

If the LSAT is written more than once in a five year period, the **highest score** will become the Operative LSAT. A LSAT score has a shelf-life of five (5) years.

Registering for the LSAT is NOT an application to the Faculty of Law. To apply to the Faculty of Law a University of Manitoba application form must be completed and submitted.

VII. FIRST YEAR SELECTION PROCESS

Up to but not necessarily **96 full time + five half time** students may be enrolled in First Year Law in any year. Five (5) additional places are available for Aboriginal category applicants; if more than five Aboriginal applicants are offered admissions they are included in the 96 places. Applicants should regard the satisfying of the above requirements as meaning only that they are eligible for consideration and that selection is solely within the discretion of the Faculty of Law. As long as the number of applicants exceeds the number of places available, it is essential for all applicants to be as realistic as possible about their course of action should they not be admitted. A profile of last year's applicant group and success rate is available as a guide only to your chances for admissions this year.

For the purposes of processing, **Full Time** applicants are divided into two categories, the **Index Score** and the **Individual Consideration** category.

NOTE:

- a) Applicants who indicate on the application form that they wish to be considered in the Individual Consideration category will also be considered in the Index Score category, without prejudice, where this will be to their advantage.
- b) Individual Consideration cannot be requested after November 1.

i. INDEX SCORE CATEGORY

The selection of applicants in the Index Score category is based upon the applicant's academic record and the applicant's LSAT score using the following formula:

$$\left[\frac{(\text{Operative LSAT Score} - 120)}{60} \right] \times 50 \text{ PLUS } \left[\frac{(\text{CGPA} \times 50)}{4.5} \right] = \text{Index Score}$$

If a student has a CGPA of 3.70 and an LSAT of 160, the Index Score would be 74.444. The Index Score is used to rank applicants. The effect of the formula is to weigh the CGPA and the LSAT equally. The highest possible Index Score is 100. No other criteria are used in evaluation. Identical Index Scores are ranked according to CGPA.

Comparative Grade Point Average (CGPA)

The CGPA is based upon a certain number of the best grades of each applicant's **overall academic records taking into account all graded credit hours**, whether completed on a full or part time basis, in undergraduate or graduate programs, or in Regular, Evening or Summer Sessions. Courses completed after May 1 are not taken into consideration for admission in that year.

1. Evaluation of Individual Consideration category applications will take place in February, therefore courses taken in the 2010-11 session cannot be considered in the CGPA evaluation.
2. Applicants who have credit for **fewer than 90 credit hours** will have their **CGPA based on all graded credit hours completed**. Those who have credit for 90 or more credit hours will have the total number of credit hours used in the calculation of the CGPA reduced according to the following table:

Number of Credit Hours Completed	Number of Worst Credit Hours Dropped
90 to 101	18
102 to 113	24
114 or more	30

At the University of Manitoba, a half year or 1 semester course is typically 3 credit hours and a full year or a 2 semester course is typically 6 credit hours.

NOTE:

- a) Non-graded courses will not be taken into account in determining eligibility to apply. When looking at "pass/fail" grades or "credit/no credit" grades only "fail" grades will be used in the CGPA calculation.
- b) Normally non-university level courses will only be considered for eligibility and in calculating the CGPA if they may be applied towards a University of Manitoba degree.
- c) Applicants must have successfully completed the minimum number of credit hours; however those courses with grades of F will be taken into account in calculating the CGPA.
- d) No changes to the calculation of the CGPA will be made after June 30, other than grade changes resulting from an "Incomplete" grade or grade appeal. Final official university transcripts for applicants enrolled in the 2010-2011 Regular session (September-April) must be received no later than June 15, 2011, or the application will be deemed incomplete.
- e) In addition to the course reduction table noted above applicants may, in special circumstances, seek the **elimination of a portion of their academic record from the calculation of the CGPA**.

However, such a request must be submitted, in writing, along with the application form and received before the November 1 application deadline.

The Faculty may, upon the request of an applicant, eliminate from the calculation of the CGPA the whole or a part of a previous program of university studies:

- i. if obtained at least five (5) years before the commencement of a fresh program of studies by the applicant, where the new course of studies consists of at least an additional 48 credit hours completed over no more than two (2) consecutive academic years (30 credit hours for applicants who are at least 26 years old), and where the Faculty is satisfied that the earlier results are not a material indicator of the applicant's academic potential.
- OR**
- ii. Where an applicant presents a university academic record showing a new program of study consisting of at least 60 additional graded credit hours completed over no more than three (3) consecutive academic years in a different faculty, and where the Faculty is satisfied that the results in the first faculty are not a material indicator of the applicant's academic potential.

Index Score Category Profile

With respect to grade point average, the University of Manitoba operates on a **4.5 point scale** and, for the purpose of calculating the CGPA, percentage marks are converted to letter grades as detailed below:

A+	is a 4.5 and is equivalent to 90 – 100%
A	is a 4.0 and is equivalent to 80 – 89%
B+	is a 3.5 and is equivalent to 75 – 79%
B	is a 3.0 and is equivalent to 70 – 74%
C+	is a 2.5 and is equivalent to 65 – 69%
C	is a 2.0 and is equivalent to 60 - 64%
D	is a 1.0 and is equivalent to 50 – 59%
F	is a 0.0 and is equivalent to less than 50%

Each fall a detailed profile of the incoming first year class in the Index Score category is prepared. The class profile for 2010-2011 will also be published on the LSAC website. The 2010-2011 profile will show the number of applications received and offers made for various combinations of CGPA and LSAT scores. Applicant profiles will differ slightly from year to year. The 2010-2011 profile will be updated in late September 2010. See the latest available profile at the end of this bulletin.

ii. INDIVIDUAL CONSIDERATION CATEGORY

Up to 15 full time places in First Year Law may be offered to Individual Consideration applicants. No more than seven (7) of the places will be offered to applicants not ordinarily residents of Manitoba at the time of application. The allocation of the available places is entirely at the discretion of the Law Faculty.

Applicants applying in this category should appreciate the selection process in this category is necessarily subjective. Reasons for decisions are not recorded or given. Applicants in this category should also appreciate that not everyone can be interviewed and that, given the few places available, the competition is especially keen.

OBJECTIVES AND CRITERIA FOR SELECTION

The objectives of the Individual Consideration category are:

1. To enrich the law school environment for all students by creating a greater diversity of perspective and experience in the student body than that which might be obtained through exclusive adherence to relative CGPA/LSAT performance.
2. To benefit the profession and the community by producing graduates who can make a significant or special contribution.
3. To assist access for those applicants who have encountered barriers to education, including disabilities.

In choosing those to whom an offer may be made, regard may be had to any/all factors considered relevant to the achievement of the foregoing objectives including such matters as **motivation, personal fortitude in dealing with life's obstacles, communication, interpersonal and leadership skills, occupational, cultural or educational background, community (union, religious, political, charitable) service, maturity and integrity, etc..**

NOTE:

- a) Applicants must display adequate academic and intellectual merit to complete legal studies.
- b) Only in exceptional circumstances will an applicant under the age of 26 be offered a place in this category.
- c) Applicants who experience difficulties with LSAT administration please contact the Student Services Coordinator in the Faculty.
- d) Applicants not successful in the Individual Consideration Category will be moved to Index Score category for further consideration, if competitive with applicant pool.

Reference Forms

Applicants are responsible for ensuring each of their Referees receive a reference form. Referees are to complete the form and write a reference letter in support of the Applicant's application. The forms and letters must be mailed directly to the *Faculty of Law* **by the referee in a signed-sealed envelope** post-marked no later than **November 30**. Forms and letters sent by Applicants will not be considered nor read. It is the responsibility of the Applicant to ensure the reference forms and letters are received in the Faculty by the deadline.

Personal Statement, Résumé & Half-Time Questionnaire

Individual Consideration applicants must, no later than **November 30**, submit, six (6) copies of a typed personal statement of no more than 1500 words double spaced. Applicants are required to submit six (6) copies of their résumé or CV highlighting their work, volunteer and education experiences. Maximum length for the résumé is two (2) 8½ x 11 single sided paper. Applicants applying for the Half-Time program must complete and submit a half-time questionnaire (*please visit http://umanitoba.ca/law/newsite/prospective_students.php*)

Assessment

Applications in the Individual Consideration category will be initially reviewed by a Screening Committee and **up to 24 (but not necessarily)** of those applicants selected as meriting further consideration may be recommended for an interview. All applicants will then be notified of the Committee decisions by letter mail. Please

ensure the Enrolment Services has your current contact information. *Please note only those applicants selected for an interview will be contacted before the interview weekend. All other applicants in the Individual Consideration category will be notified of their status in early March.*

Interview

The interview will be held on a weekend, to be determined, in February 2011 in Winnipeg by the Interviewing Committee composed of members from the Faculty of Law, current student body and the practising Bar. The Committee will operate with a quorum of at least four members. If an applicant is unable to attend the interview in person, the Committee will, upon request and the cost of the applicant, arrange for the interview via SKYPE. After the interviews, the applicants will be ranked by the Interviewing Committee and the rank-ordered list will be reported to the Chair of Admissions, who will then authorize the formal offers of places in accordance with the report. Applicants will be informed as to the decisions as soon as possible.

CGPA for Individual Consideration

Calculation of the CGPA for the Individual Consideration category will use the table as listed on page 4 of this document. Individuals over the age of 26 applying with a minimum of five (5) full courses or the equivalent thereof must complete the courses by September 1, 2010 to be eligible under the Individual Consideration category. Courses completed in the Regular Session 2010-11 will be included in the CGPA only for consideration under the Index Score category.

Applicants not successful in the Individual Consideration Category will be moved to Index Score category for further consideration, if competitive with applicant pool.

iii. ABORIGINAL CATEGORY

Applications from Aboriginal Canadians are welcomed and considered on an individual basis by a Faculty Committee on which there is Aboriginal representation. Consideration will be given to such factors as life history, work experience, community activity, maturity, CGPA and LSAT score.

Applicants are responsible for ensuring each of their Referees receive a reference form. Referees are to complete the form and write a reference letter in support of the Applicant's application. The forms and letters must be mailed directly to the Faculty of Law **by the referee in a signed-sealed envelope** post-marked no later than **November 30**. Letters sent by Applicants will not be considered.

Applicants must also submit a personal statement that (maximum of 1500 words) clearly highlights the Applicant's connection to and involvement in the Aboriginal community, and a Half-Time questionnaire (if applicable). Applicants must also submit a copy of their résumé or CV; maximum length is two (2) 8½ x 11 single sided pages. Decisions are necessarily subjective; reasons are neither recorded, nor given.

Aboriginal persons interested in applying for admissions should contact the Director of the Academic Support Program several months prior to the application deadline of November 1. Meetings may take place at the request of the applicant or of the Director; phone: 204-474-6448 or email: wendy_whitecloud@umanitoba.ca

iv. HALF TIME PROGRAM

The Faculty of Law will accept applications from those who wish to obtain a LL.B. degree but cannot manage to commit to full time studies

due to health concerns, family commitments, financial necessity or special occupational involvement. Up to five (5) Half Time students may be enrolled each year (i.e., there may be in any one year as many as ten Half Time students enrolled in each of first, second or third year law). Applicants in the Index Score, Individual Consideration and Aboriginal categories are all eligible to apply for the Half Time program. The Half Time LL.B. program entails taking the regular LL.B. program over no more than six (6) years rather than over the three (3) years of which the full time program is composed. The regular Full Time LL.B. program consists of 33 credit hours in the first year. Half Time students may take up to 23 credit hours in their first year. In second and third year Half Time students may take more than half the course load with the permission of the Associate Dean.

The Half Time program is not a part-time, evening, weekend, correspondence, or external program; half time refers to half the load of courses of a full time student. Half Time applicants must be able and prepared to attend classes at various times throughout each day of the week, Monday to Friday, from the day after Labour Day in September until the following April in each year. No special classes will be scheduled for Half Time students. Half Time students are eligible for course prizes and Law bursaries but not for prizes or awards based upon cumulative standing. They may be placed supernumerary on the Dean's Honour List and accordingly be eligible for Pitblado Scholarships. The examination regulations respecting progression may be different for Half Time students compared with full time students. Details of these regulations may be obtained from the Associate Dean.

The allocation of the places available each year in the Half Time category is entirely at the discretion of the Faculty. Regard will be given to the relative need for applicants to take their studies on a half as opposed to a full time basis.

No Half Time applicant shall be offered admission that is not at least as well qualified as those Index Score, Individual Consideration or Aboriginal category applicants who have been offered admission. Half Time applications in the Individual Consideration or Aboriginal categories will be processed along with the Full Time Individual Consideration and Aboriginal applications.

It should be understood by Half Time LL.B. graduates that, while their LL.B. degree will be recognized by The Law Society of Manitoba and many other provincial law societies, it may not be recognized by all of the common law provincial law societies. If you do not intend to practice in Manitoba, you should check with your provincial Law Society on this issue.

VIII. ADMISSION TO UPPER LEVEL YEARS

i. ELIGIBILITY REQUIREMENTS

Enquiries respecting the below categories should be directed to the Student Services Coordinator at the Faculty of Law.

The application deadline for the NCA, Advanced Standing, Letter of Permission, and Transfer applicant categories is June 30. Refer to Section IV for Required Documentation (Note: consideration of applications received beyond the deadline will be reviewed in exceptional circumstances. Please contact the Faculty.) Reasons for decisions are not recorded or nor given.

In all four categories before offering admissions, the Faculty must be satisfied that:

1. The Faculty is able to provide the requested program of study with minimal academic and administrative difficulties;

2. The presence of the applicants in and their prospective contribution to the Faculty are likely to have the most beneficial or enriching effect upon the Faculty's program;
3. The applicant has provided official proof of English proficiency, if applicable (*See section VI ii. ELIGIBILITY REQUIREMENTS*)

NOTE: In addition to the above, the following are the definitions and criteria relevant to each of these applicant categories. Letters of reference are not required and will not be read.

ii. NATIONAL COMMITTEE APPLICANTS (NCA)

A person applying for admission to the Faculty of Law in this category (not seeking our LL.B. degree) who already has a law degree from a civil law school in Canada or from a foreign law school, or is/was entitled to practice law in a foreign jurisdiction, may be admitted for study for credit otherwise than towards a degree, if:

- a) the applicant provides a written statement indicating their connection with/to the province of Manitoba and why they wish to complete their studies at The University of Manitoba. If an applicant claims to be a Manitoba resident a copy of their MB Health Card is required, and
- b) the applicant provides the National Committee on Accreditation report, and the Faculty is satisfied as to the recommendations therein, and
- c) official transcripts from legal studies are received (transcripts of pre-law studies are not required), and
- d) the Faculty is satisfied that the English proficiency requirements have been met. (*See section VI ii. ELIGIBILITY REQUIREMENTS*)

It should be noted no specific number of seats are reserved for NCA applicants in any one year. Applicants in this category should appreciate that not everyone can be admitted and that, given the few places available, the competition is especially keen. Reasons for decisions are not recorded or given. Questions regarding the written statement can be directed to the Student Services Coordinator in the Faculty. Please visit the website for the Federation of Law Societies of Canada where the National Committee on Accreditation (NCA) can be found: <http://www.flsc.ca/en/foreignLawyers/foreignLawyers.asp>

iii. LETTER OF PERMISSION APPLICANTS

Persons applying for admission who are registered at another law school and are seeking to have credits earned here and applied towards their law degree at the other law school, may be admitted as Letter of Permission student for no more than one (1) year if:

- a) a letter has been received from the other law school confirming its permission for the applicant to take up to one year of credit here, and
- b) the Faculty is satisfied as to the quality of the academic performance of the applicant at the other law school (transcripts of pre-law studies are not required)

iv. ADVANCED STANDING APPLICANTS

Persons applying for admissions to the Faculty of Law seeking our LL.B. degree and who already have a LL.B. degree or its equivalent

from another law school, or are entitled to practice law in a foreign jurisdiction, may be admitted for study towards our LL.B. degree with advanced standing of one or two years if:

- a) the applicant has written the LSAT by the February sitting of the calendar year in which admission is sought, and
- b) the Faculty is satisfied with the applicant's law academic record and the applicant's law practice, if any, (transcripts of pre-law studies are required and will also be reviewed) and
- c) the Admissions Committee agrees that the applicant would have been admitted to our First year Law in the Index Score category had the applicant applied for admissions to our Faculty in the applicant's year of entry to the study of Law elsewhere.

v. TRANSFER APPLICANTS

Persons who have successfully completed First Year in the common law program of another law school who apply to transfer in to the LL.B. program, may be admitted for study towards the LL.B. degree with credit for courses completed at the other law school if:

- a) the applicant has written the LSAT by the February sitting in the calendar year in which admission is sought, and
- b) the Faculty is satisfied as to the academic quality of the applicant's performance at the other law school (transcripts of pre-law studies are required and will be reviewed), and
- c) the applicant submits a written statement (max. 300 words) indicating why they are seeking transfer to the University of Manitoba, and
- d) if necessary, the Faculty is able to accommodate the student in completing First Year program requirements which have not been met during their study at the other law school.

IX. OTHER INFORMATION

i. RE-APPLICATION - APPLICANTS WHOM HAVE FAILED A YEAR OF LAW OR WHO HAVE BEEN REQUIRED TO WITHDRAW

1. Applications from individuals who have failed a year of law elsewhere will not be considered unless:
 - a) Applicants not only are free to apply for readmission to the faculty in which they failed, but also have received permission to repeat the failed year **AND**
 - b) There is some substantial reason why the failed year should be repeated at the University of Manitoba.
2. Applications from students who are on probation, suspension, or expulsion imposed by another unit of the University of Manitoba or another post-secondary institution will not normally be considered.

ii. APPLICATION FRAUD, ETC.

The Faculty may refuse to consider an application from an applicant who has been dishonest in an application to this or any other law faculty in the current or any prior year, who is guilty of misconduct in writing the LSAT, or who in any previous year has accepted an offer of admissions to this Faculty but failed to register and did not defer registration or give notification of withdrawal before the beginning of classes in September.

iii. RECONSIDERATION AND APPEALS

Except for a decision of an Individual Consideration Screening Committee, an admissions decision (be it a rejection, placement on an alternate list, or a decision of the Individual Consideration Interviewing Committee) can be appealed in writing, to be received by the Law Admissions Officer, Enrolment Services, 424 University Centre, University of Manitoba, Winnipeg, MB, R3T 2N2, within 21 days of the date of the mailing of the letter communicating the decision. Appeals are limited to matters of procedural irregularity; the merits of a decision cannot be appealed and the Senate Admissions Appeals committee is not authorized to establish new admissions criteria or to substitute its judgment for that of any admissions committee.

iv. IMPORTANT ADMISSIONS INFORMATION

1. Applications must be accompanied by a cheque, money order, or credit card information for payment of the Application Fee. Application Fee (to September 20, \$95 CDN or \$110 CDN Visa students); (September 21 – November 1st, \$125 CDN, or \$140 CDN Visa students). This application fee neither **refundable nor applied against tuition fees**. Applications received without the application fee will not be processed. **Applications are not considered received until the application fee is paid in full.** (For applications that are submitted on-line, the accompanying Application Fee must be received by the corresponding deadline of September 20, 2010 or November 1, 2010.)
2. Applications should be accompanied by official transcripts of an applicant's academic record to date (including those courses for which an applicant may be registered for the 2010-2011 September-April Regular Session). **The deadline to submit official transcript(s) is: November 30, 2010** for all First Year categories. (For applications that are submitted on-line, the accompanying official transcripts must be received by the November 30, 2010 deadline.) Final transcripts from courses completed in the 2010-11 session must be sent by June 15, 2011.
3. Offers of admission will be made as soon as possible. All First Year offers of admission are conditional on the receipt of a **non-refundable \$250 deposit** (that is applied to tuition). **No offers of admission will be made after the Friday of the second week of August to applicants not ordinarily residents in Manitoba.** Applicants who have graduated from a high school in Manitoba or have lived continuously in Manitoba for at least two years immediately prior to entry to the Faculty of Law are considered Manitoba Residents.
4. The Faculty of Law will share information with other law schools and/or the Program of Legal Studies for Native People with respect to whether an applicant has accepted a place in the LL.B. program at the University of Manitoba. It is the responsibility of the student to email Enrolment Services to request that this information not be shared (jody_dewbury@umanitoba.ca)

X. FIRST YEAR ADMISSIONS TIMELINE 2010-2011

November 1	Application deadline for First Year
November 1	Deadline for Entrance Awards Application for First Year students (if applicable)
Late December	Early Offers in Index Score category made; Entrance Award offers made
Mid-February	Individual Consideration applicants notified if selected for interview
Late February	Individual Consideration interviews
Early March	Offers made to Individual Consideration Category Applicants
April 1	Deadline to accept Early Offers
Mid-April	First Index Score cut-off established. Applicants with a Final Index Score below the cut-off will be sent a letter of rejection
June 15	Transcripts must be received by all First Year Applicants indicating final grades from 2010-11 session
Early July	Offers made in Index Score Category; Index Score cut-off established, and wait list created
August 15	Wait list converted exclusively to Manitoba residents
September 2	Last day for offers (if necessary)
September 6	First day of classes

XI. TUITION & FINANCIAL INFORMATION

i. TUITION FEES AND EXPENSES

In 2010-11 the basic full time tuition and student services fees plus the fee for the University of Manitoba Student Union and the Manitoba Law Students' Association fee are currently approximately \$9,300. Please note tuition fees are currently under review.

In addition, full-time students may expect to spend approximately \$3,000 per year for course materials, supplies and other course-related expenses.

Estimated Cost of Attending First Year at Robson Hall for the 2010-2011 Year*

Tuition & Fees	\$9,300
Books and Supplies	\$3,000
Living Expenses (Sept-April)	\$10,700 - \$19,200
Rent/Utilities	\$5,800 - \$10,000
Food	\$2,200 - \$3,600
Personal Expenses	\$800 - \$1,500
Clothing/Laundry	\$800 - \$1,000
Rec/Entertainment	\$600 - \$1,000

Transportation	\$500 - \$1,500
Total Estimated Costs **	\$23,000 - \$31,500

* all costs are based on a single full-time student with no dependents for an 8 month period living away from home (on and off-campus housing was considered).

** *Please note that the cost incurred is highly dependent upon the student's choices regarding living expenses.*

ii. ENTRANCE AWARDS

New student aid initiatives and support began in 2006 with the inception of Law Entrance Awards. Through the generous contribution from various donors, students receiving Early Offers to the program are eligible to apply for Entrance Awards which range from **\$2,500 to \$5,000** to assist with the cost of legal studies. Applicants interested in more information on these Awards and the application process should contact the Student Services Coordinator at the Faculty.

Only students receiving Early Offers are considered for Entrance Awards if they have completed the Law Entrance Awards Application online (http://umanitoba.ca/law/newsite/prospective_students.php) by November 1, 2010. Submitted applications are screened for eligibility of each award based on the stipulated terms of reference. Entrance Award distributions are based on Index Scores but may also incorporate a student's financial need, residence, and other personal characteristics.

Applicants will be notified if they have been selected for an Award when Early Offers are made. Applicants must register and attend Robson Hall in order to receive the Award; award money will be applied directly to tuition. Should an Entrance Award offer be made and the student elects to defer their registration for one year they forfeit the Entrance Award for that year. *The student's Entrance Award application will be included for consideration in the year of registration using the initial CGPA calculated and LSAT score at time of offer.*

iii. FINANCIAL AID

We strive to promote accessibility to our program. In previous years, approximately 50% of the student body received needs-based financial aid from one of our dedicated endowments funds. Robson Hall has in excess of **\$450,000** in need based financial assistance for distribution to law students.

To be considered for bursary support, students must apply for government student aid from their province of residence and provide a need assessment along with their bursary application.

FACULTY OF LAW BURSARY PROGRAM

Bursary funds may be more general in nature, including the *Butch Nepon Awards* and the *Robson Hall Bursary fund*, set up to provide aid to students with the greatest need up to the full cost of tuition. Other endowments are more focused with the *Michael and Joy Phelps Award* and the *E.J. McMurray Fund* assisting Aboriginal students and the *Hon. Kenneth Galanchuck Award* providing assistance to a student from the north.

Detailed information on current law bursaries available at the Faculty can be found at: umanitoba.ca/faculties/law/newsite/bursary.php The Student Services Coordinator in the Faculty will address inquiries.

Bursary Applications are available on the law website in August. Only those applicants admitted to Robson Hall may apply.



UNIVERSITY OF MANITOBA BURSARY PROGRAM

The University of Manitoba subsidizes a bursary program for new and continuing full-time and part-time students with good academic marks who demonstrate a significant level of financial need. Bursaries are usually issued in amounts ranging from \$100 to \$1,000 with over \$2.1 million awarded annually. There is also the opportunity to apply for a number of special bursaries to target groups of students.

Detailed information on the University of Manitoba needs based assistance is available at: umanitoba.ca/student/fin_awards/ or by email at awards@umanitoba.ca

Individuals applying to the Robson Hall Bursary program will automatically be considered for general bursaries.

XII. ACCEPTANCE OF LAW OFFERS

i. DEPOSIT FEE

All First Year offers of admission are conditional on the receipt of a **non-refundable \$250 deposit** (that is applied to tuition). The deposit must be received by the Cashier's Office by the date specified on the Letter of Offer. No follow-up letter will be sent.

ii. DEFERRED REGISTRATION

Applicants who have accepted an Early Offer of admission (or equivalent to the Early Offer score), and applicants offered admission through the Aboriginal or Individual Consideration categories may submit a written request for a one-year, non-renewable deferral of registration to Enrolment Services. Applicants are required to submit their non-refundable deposit by the date specified on the Letter of Offer. Rejection of an offer of admission is not prejudicial to re-application for admission.

iii. OUTSTANDING OFFERS & ALTERNATE LIST

All outstanding offers for which no deposit has been received by the stipulated date will automatically lapse and the places will be offered to applicants next on the list.

In August, applicants offered from the alternate list will be contacted by telephone and/or email and therefore, it is imperative that all applicants provide the Admissions Officer with current contact information where they can be contacted or a message left during business hours. Failure to reach an applicant on the first attempt may result in the offer of admission being extended to another person on the alternate list. Please note that after the second Friday in August, no offers will be made to non-Manitoba residents. The last day for offers will be the Friday before the Labour Day long weekend.

iv. FAILURE TO APPEAR ON THE FIRST DAY OF CLASSES

Any student who fails to appear on the first day of classes (the day following Labour Day) and has not notified the Associate Dean (Academic) or the Student Services Coordinator of their late arrival will be **deemed a non-registrant** and will **forfeit both the \$250 deposit and the seat** in the Law program. An application for admission in a later year may not be considered.

XIII. CAREERS & PRACTICE

i. PROSPECTS FOR GRADUATES

Qualifications to practice law in Manitoba are determined by The Law Society of Manitoba. Upon completion of a LL.B. degree, those wishing to practice must succeed in the Canadian Centre for Professional Legal Education (CPLED) Program (including a year of articling) which is administered by The Law Society. Visit The Law Society of Manitoba website at www.lawsociety.mb.ca for details.

The Student Services Centre in the Faculty of Law offers assistance to students by providing them with current information on traditional and non-traditional legal opportunities/options. The Centre will also review cover letters and résumés. The Centre hosts a career fair and numerous career workshops. Further details can be obtained from the Faculty website <http://umanitoba.ca/law> by clicking on "Student Services".

There is a constant demand for a law degree and a legal education can be rewarding in many ways including innovative ways of practising law on your own. Alternatives to the practising lawyer (private practice, government or in-house legal counsel) including arbitrator/mediator, business advisor, civil servant, consultant, legislative assistant, journalist, judge, politician, or sports agent etc. are becoming more widespread for LL.B. graduates.

ii. EFFECTS OF A CRIMINAL RECORD

Admissions to the Faculty of Law and the right to practice law are entirely separate, the latter being granted only by The Law Society of the province or territory concerned. Although possession of a criminal record may not preclude admissions to the LL.B. course of studies, it may be a bar to becoming qualified to practice law. Persons contemplating practice should consider communicating as soon as possible with the secretary of The Law Society of the province or territory in which they intend to practice for all particulars in this regard.

iii. MOBILITY UPON GRADUATION

Canada can be said to be composed of nine common law provinces, three common law federal territories and one civil law province, namely Quebec. Generally speaking, a graduate from Manitoba can go to any of the other common law provinces and territories and enter the relevant bar admission course of that province. Those, whose university education is composed of other than a B.A. plus a LL.B., should write for further details to the licensing body of the intended province of practice. In Manitoba, the address is, Chief Executive Officer, The Law Society of Manitoba, 201-219 Kennedy Street, Winnipeg, MB, Canada, R3C 1S8. The telephone number is (204) 942-5571. Currently, changes are under consideration concerning mobility within Canada; please contact the licensing body of the relevant province or territory for its requirements.

FACULTY OF LAW

Applicant Group Applying for the 2010-2011 Academic Year

apps = number of applicants

The grid below shows blocks containing CGPA / LSAT combinations in which offers were made to Index Score applicants only.

offers = number of offers made

Comparative Grade Point Average (CGPA)	Average Law School Admission Test (L.S.A.T.) Score														TOTAL OFFERS
	120 - 144		145 - 149		150 - 154		155 - 159		160 - 164		165 - 169		170 - 180		
	apps	offers	apps	offers	apps	offers	apps	offers	apps	offers	apps	offers	apps	offers	
3.75 + Above	1	0	26	0	74	2	124	70	85	85	17	17	7	7	181
3.50 - 3.74	3	0	11	0	46	0	66	1	66	49	22	22	4	4	76
3.25 - 3.49	1	0	16	0	16	0	43	1	24	5	15	15	1	1	22
1.00 - 3.24	6	0	8	0	29	0	13	0	13	0	5	1	2	2	3

The figures in the above grid reflect decisions made as of September 8, 2010. The figures do not include offers made solely in the Individual Consideration Category.

There were 12 offers made to Individual Consideration Category applicants and 7 offers made to Aboriginal Category applicants.

Number of Applications 2010-11	
Index Score	759
Individual Consideration	192
Aboriginal	16
Total Applications	967