



APPLICATION DEADLINES:
Early Bird Special: Apply by Sept. 19, 2011 & save \$30
First Year: NOVEMBER 1, 2011
Upper Years: June 30, 2012

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. To make an appointment with the faculty Student Services Coordinator, please email: lawadmissions@umanitoba.ca.

The University of Manitoba may make changes in the information contained in this pamphlet without prior notice: <http://law.robsonhall.ca>.

II. DEADLINE DATES:

	Index	Individual Consideration	Aboriginal	Upper Years
September 19 Early Bird application deadline (on-line & paper) for First Year to qualify for \$30 discount on application fee	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
October 1: Last LSAT accepted to be considered for an Early Offer.	<input checked="" type="checkbox"/>			
November 1: Final Deadline to apply for First Year (online & paper).	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
November 1: Entrance Award Application Due http://law.robsonhall.ca/jd/admission-to-first-year	<input checked="" type="checkbox"/>			
November 30: Deadline to submit one (1) official copy of transcript(s) from any university or college <u>other</u> than the University of Manitoba.	<input checked="" type="checkbox"/>			
November 30: Deadline to submit two (2) official copies of transcripts from any university or college other than the University of Manitoba.		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
November 30: Deadline for Reference letters, Personal Statement, and Résumé and Half-Time Questionnaire (if applicable).		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
December 3: Final LSAT accepted for Individual Consideration.		<input checked="" type="checkbox"/>		
January: Applicants with an Index Score close to the Early Offer Score may provide 1 st term transcripts to be re-evaluated (optional).	<input checked="" type="checkbox"/>			
February 11: Final LSAT date accepted for First Years Index and Aboriginal Categories; Upper Years: Transfer and Advance Standing Categories.	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
June 15: Deadline to submit one (1) official copy of final official transcripts for courses completed in 2011-12 and proof of English proficiency, if applicable (First Year categories only).	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
June 30: Deadline to apply for: Upper Years; including NCA, Letter of Permission, Transfer, and Advanced Standing categories.				<input checked="" type="checkbox"/>
July 15: Deadline to submit all required documents in support of applications to Upper Years Categories, including proof of English proficiency, if applicable.				<input checked="" type="checkbox"/>

III. 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

ROBSON HALL FACULTY OF LAW

<http://law.robsonhall.ca>

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

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

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

UNIVERSITY OF MANITOBA <http://umanitoba.ca>

Enrolment Services

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

Financial Aid & Awards 422 University Centre
 Telephone: (204) 474-9531
umanitoba.ca/student/fin_awards/

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

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

IV. ADMISSION TO FIRST YEAR

i. ELIGIBILITY REQUIREMENTS

In addition to a valid LSAT score, one of the following scenarios is required:

1. Successfully complete a minimum of 10 full courses or 20 half courses (equivalent of 2 full years) by April 30 in the year admission is sought.

OR

2. Successfully complete a minimum of 5 full courses or 10 half courses (equivalent of 1 full year) if you are 26 years of age by September 1 of the year admission is sought and have not completed a Bachelor's degree. (Coursework completion deadline for Individual Consideration is September 1 and for Index and Aboriginal categories, April 30).

In either scenario, the course work must be graded (not pass/fail) and can be of any prescribed course of studies evaluated as degree level

coursework at the University of Manitoba or an acceptable equivalent thereof. If applying in the *Individual Consideration Category* minimum coursework completion date is September 1, 2011. If applying in the *Index* or *Aboriginal categories*, the minimum coursework requirement must be met by April 30, 2012.

NOTE:

Courses completed in a General Studies degree program (prior to or after completing a degree) at another university are eligible to apply if the 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.

ii. LSAT (LAW SCHOOL ADMISSIONS TEST)

www.lsat.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 your abilities to read, understand and reason. It does not presuppose any specialized knowledge, rather tests 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 learn more about and to register for the LSAT please visit: www.lsat.org

1. A LSAT score is valid for 5 years.
2. LSAT results from **June 2007 to February 2012** will be considered valid for those applying in the Index Score and Aboriginal categories. **December 2011** is the last LSAT accepted for the Individual Consideration category.
3. To be considered for an Early Offer, the LSAT needs to be written by **October 2011**.
4. If the LSAT is written more than once, the **highest score** will be used.

Registering for the LSAT is NOT an application to the Faculty of Law, rather an admission requirement.

iii. 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 will be required to demonstrate proficiency in English through one of the following options:

umanitoba.ca/student/admissions/international/

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. Results for most language tests, including TOEFL, IELTS and CanTEST, expire two years from the test date. Please confirm the validity of your test results.

V. REQUIRED DOCUMENTATION

Documents Required for ALL Categories:

- Application Form (paper or online)
- Application Fee (in Cdn Funds) – until September 19 = \$95 or \$110 international; Sept. 20- Nov.1 = \$125
- Official Transcript(s): including registration for 2011-12 year (if applicable) from any other institution besides the University of Manitoba
- Immigration documentation if born outside of Canada
- Name change documentation if name has changed as a result of marriage, divorce or other reasons
- Proof of English Proficiency (*See IV iii*), if applicable

Supplementary documents required ONLY for the Individual Consideration and Aboriginal Categories (*see Section VI ii & iii. for further information*):

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

Entrance Awards Application – Due November 1, 2011

- See *Section XII ii* for details. This application should be submitted online (*please visit* <http://law.robsonhall.ca/J.D./admission-to-first-year>)

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.

*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

VI. ADMISSION TO FIRST YEAR

There are three (3) categories of admission to first year where applicants may apply as full or half time students. *Please refer to section IX for information regarding Half-Time studies.*

i. INDEX SCORE CATEGORY

The Index Score category is the 'regular' category of admission; 80% of students are admitted to first year through this category.

Category Requirements:

1. Grade Point Average (GPA) (*See Section VII*)
2. LSAT Score (*See Section IV ii*).

Application Assessment:

The following formula weights AGPA and LSAT score 50/50.

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

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

ii. INDIVIDUAL CONSIDERATION CATEGORY

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 AGPA/LSAT performance.
2. To benefit the profession and the community by producing graduates who can make a significant or special contribution.
3. To provide access for those applicants who have encountered barriers to education, including disabilities.

In selecting 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..**

NOTES:

- Applicants must display adequate academic and intellectual merit to complete legal studies.
- Only under exceptional circumstances will an applicant under the age of 26 be made an offer in this category.
- Applicants who experience administrative difficulties with LSAT please contact the Student Services Coordinator in the Faculty.
- Applicants not successful in the Individual Consideration Category will be moved to Index Score category for further consideration, if competitive with the current year applicant pool.
- Evaluation of Individual Consideration category applications will take place in mid-January, therefore courses taken in the 2011-12 session cannot be considered in the AGPA calculation.

Category Requirements (*in addition to GPA & LSAT*):

1. Personal Statement

Post-marked by **November 30**, six (6) copies of a typed personal statement of no more than 1,500 words double spaced should be sent to the Faculty. While there are no specific guidelines on what to include in a personal statement, the objectives of the category should be kept in mind. Be certain to include your name (as it appears on your application) and University of Manitoba student number on your statement.

2. Résumé & Half-Time Questionnaire

Post-marked by **November 30**, six (6) copies of a résumé highlighting work, volunteer and education experiences should be sent to the Faculty. Maximum length is two (2) $8\frac{1}{2} \times 11$ single sided paper. Applicants applying for Half-Time studies should complete and submit a half-time questionnaire (*please visit: <http://law.robsonhall.ca/J.D./admission-to-first-year>*) and submit to the Student Services Coordinator in the Faculty.

3. Reference Letters & Cover Forms

Post-marked by **November 30**, applicants should arrange for 3 reference letters to be mailed directly to the Faculty by the Referee. Ensure a copy of the cover form is made available to the Referee: <http://law.robsonhall.ca/J.D./admission-to-first-year> *Academic references are not required, but strongly encouraged.* The cover form and reference letter should be sent in a signed & sealed envelope by the Referee; 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.

NOTES:

- Select referees who know you well and can comment on your strengths, ability to communicate, interpersonal skills, judgment, initiative, organization, and leadership skills, etc.;
- Choosing high profile referees who do not know you well and have a casual passing relationship with you will have little or no benefit;
- Reference letters from immediate family members include in-laws, spouses, siblings, nieces, nephews, etc. will not be considered according to the Nepotism Policy at the University of Manitoba (http://umanitoba.ca/admin/governance/governing_documents/community/911.htm);
- Reference letters are held in the strictest confidence and are not released to the applicant.

Application Assessment:

Applications will be reviewed as a whole in the Individual Consideration category with no weight attached to any one requirement. AGPA and LSAT score will be considered, however not to the exclusive extent as in the Regular category.

Applications will be reviewed by a Screening Committee in mid-January who will recommend **Twenty-four (24)** applicants for an interview. Applicants in this category should appreciate that not everyone can be interviewed and that, given the few places available, the competition is especially keen.

As a result of the interviews, up to 15 full time offers may be made. No more than **seven (7)** of the offers will be made to applicants not ordinarily residents of Manitoba at the time of application. The allocation of the available offers is entirely at the discretion of the Faculty of Law. Decisions are necessarily subjective; reasons are neither recorded nor given.

Interview

The interview will be held the weekend of March 3 & 4, 2012 at the Robson Hall, Faculty of Law University of Manitoba. The Interviewing Committee includes members from the Faculty of Law, current student body and the Law Society of Manitoba. The Committee will operate with a quorum of at least four members. If an applicant is unable to attend the interview in person, arrangements can be made to interview via SKYPE (at the cost of the applicant). After the interviews, the applicants will be ranked by the Interviewing Committee and 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.

Please note only those applicants selected for an interview will be contacted prior to the interview weekend. All other applicants in the Individual Consideration category will be notified of their status in during the month of March.

iii. ABORIGINAL CATEGORY

Robson Hall Faculty of Law believes that Aboriginal people represent unique groups in Canada, including Métis, Indian and Inuit heritage,

and are worthy of individual acknowledgement in the admissions process. Our process is designed to facilitate access to legal education and the profession for Aboriginal people. Robson Hall Faculty of Law considers the applicant's involvement with and commitment to First Nations communities and organizations, and the applicant's intention to use his or her legal training to advance First Nations' concerns and interests.

Category Requirements (in addition to GPA & LSAT):

1. Personal Statement

Post-marked by **November 30**, a typed personal statement of no more than 1,500 words double spaced should be sent to the Faculty. The statement should clearly highlight the Applicant's connection to and/or involvement in the Aboriginal community. Be certain to include your name (as it appears on your application) and University of Manitoba student number on your statement.

2. Résumé & Half-Time Questionnaire

Post-marked by **November 30**, a résumé highlighting work, volunteer and education experiences should be sent to the Faculty. Maximum length is two (2) 8½ x 11 single sided sheets.

Applicants applying for Half-Time studies must complete a half-time questionnaire (<http://law.robsonhall.ca/J.D./admission-to-first-year>).

3. Reference Letters & Cover Forms

Post-marked by **November 30**, applicants should arrange for 3 reference letters to be mailed directly to the Faculty by the Referee. Ensure a copy of the cover form is made available to the Referee: <http://law.robsonhall.ca/J.D./admission-to-first-year>. *Academic references are not required, but strongly encouraged.* The cover form and reference letter should be sent in a signed & sealed envelope by the Referee; 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. *See NOTES under Individual Consideration category for guidelines on selecting Referees.*

Application Assessment:

Applications will be reviewed as a whole in the Aboriginal category. AGPA and LSAT score will be considered, however not to the exclusive extent as in the Regular category. Decisions are necessarily subjective; reasons are neither recorded, nor given.

Applicants questioning their suitability for the category should contact the Director of the Academic Support Program. Meetings may take place at the request of the applicant or of the Director; 204-474-6448 or wendy_whitecloud@umanitoba.ca

VII. ADJUSTED GRADE POINT AVERAGE (AGPA)

The AGPA is calculated using **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 taken outside of a degree will be considered providing they are completed at an accredited institution and at a university level. Courses completed after May 1 are not taken into consideration for admission in that year.

Applicants who have completed **fewer than 90 credit hours** will have their **GPA based on all graded credit hours completed**. Applicants with more than 90 credit hours completed will have their GPA adjusted 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.

The University of Manitoba operates on a **4.50 point scale** and, for the purpose of calculating the AGPA, 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%

'A-' and 'B-' grades are assigned the value of 'A' and 'B' respectively.

NOTE:

- 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 AGPA calculation.
- Normally non-university level courses will only be considered for eligibility and in calculating the AGPA if they may be applied towards a University of Manitoba degree.
- Applicants must have successfully completed the minimum number of credit hours; courses with grades of 'F' will be included in the AGPA calculation.
- No changes to the calculation of the AGPA will be made after June 30, other than grade changes resulting from an “Incomplete” grade or grade appeal.
- Grades presented on official transcripts will be taken at face-value; and only conversion tables printed on the reverse of an official transcript will be taken into consideration.
- Courses that are repeated will both be included in the AGPA calculation (unless the lower grade is dropped according to the table above).

Request for Elimination

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 AGPA**. Applicants must submit a request in writing – clearly identifying how one of the two scenarios listed below are applicable. The request must be received prior to the November 1 application deadline. Requests and inquiries should be directed to: jody_dewbury@umanitoba.ca

To request elimination, one of the following scenarios must apply:

- 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. if 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.

VIII. ADMISSIONS DECISIONS

Early Offers are made to the top percentage of the applicant pool in the Index Score category in **mid-December**. To be evaluated for an Early Offer, an applicant must have completed the eligibility requirements by the November 1 deadline.

Offers will be made in **March to Individual Consideration & Aboriginal applicants**. The offering score will not be lowered until **early July**; the wait list will also be created in early July.

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 admission 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 seats available, it is essential for all applicants to be as realistic as possible about their course of action should they not be admitted.

Index Score Category Profile

Each September a detailed profile of the incoming first year class in the Index Score category is prepared. The profile will show the number of applications received and offers made for various combinations of AGPA and LSAT scores. The most recent profile is included at the end of this bulletin.

IX. HALF-TIME STUDIES

The Faculty of Law will accept applications from those who wish to obtain a J.D. degree but cannot 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. Applicants in the Index Score, Individual Consideration and Aboriginal categories are all eligible to apply for Half Time studies. Half Time J.D. studies entails taking the J.D. program over no more than six (6) years rather than over the three (3) years of full time studies. Full Time studies 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 register for additional courses with the permission of the Associate Dean (academic).

Half Time studies is not a part-time, evening, weekend, correspondence, or external program; rather refers to half course load 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. Regulations can be found here: <http://law.robsonhall.ca/exam-information/exam-regulations>.

The allocation of the places available each year of Half Time students 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 applications.

It should be understood by Half Time J.D. graduates that, while their J.D. 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.

X. ADMISSION TO UPPER YEARS

There are four (4) categories of admission to Upper Years. The deadline to apply is June 30 for admission in September. Consideration of applications received beyond the deadline will be reviewed in exceptional circumstances; please contact the Student Services Coordinator in the Faculty. Submit requested documentation to 201 Robson Hall.

Particular to all four categories, the Admission Committee must be satisfied that:

- a) The Faculty is able to provide the requested program of study with minimal academic and administrative difficulties;
- b) 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;

i. ADVANCED STANDING CATEGORY

Persons applying in this category already have earned a J.D. degree or its equivalent from another law school, or are entitled to practice law in a foreign jurisdiction. A maximum of up to two (2) years of credit may be granted.

Category Requirements:

1. A LSAT score by the February sitting of the calendar year in which admission is sought;
2. Official transcripts from legal studies as well as pre-law studies;
3. Official proof of English proficiency, if applicable (*See section IV iii. ELIGIBILITY REQUIREMENTS*)

Application Assessment:

The application is reviewed as a whole, with no weight attached to any one requirement. The Admissions Committee must agree 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.

Decisions are not made until after end of July/early August. Applicants will be notified of the decision via email & post. Reasons for decisions are neither recorded nor given.

ii. LETTER OF PERMISSION CATEGORY

Persons applying for admission are registered at another law school and are seeking to earn credits at Robson Hall, Faculty of Law for a period of no more than 2 semesters, and applied towards their law degree at their home institution.

Category Requirements:

1. An official letter from the home law school confirming permission for the applicant to take up to one year of credit;
2. Official transcripts from legal studies;
3. A written statement (maximum length is two (2) 8½ x 11 single sided pieces of paper) indicating why you wish to continue your legal studies at Robson Hall, Faculty of Law.

Application Assessment:

The Admissions Committee must be satisfied as to the quality of the academic performance at the home law school. Admissions decisions are partially made on availability of courses requested by student.

Decisions are not made until after end of July/early August. Applicants will be notified of the decision via email & post. Reasons for decisions are neither recorded nor given.

iii. NATIONAL COMMITTEE ON ACCREDITATION (NCA) CATEGORY

Persons applying for admission in this category are *not seeking our J.D. degree*, but wish to meet the educational requirements towards the practice of law in Canada. One would have 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.

Category Requirements:

1. A written statement indicating his/her connection with/to the province of Manitoba and why s/he desires to complete their studies at Robson Hall, Faculty of Law, University of Manitoba. If an applicant claims to be a Manitoba resident a copy of their MB Health Card is required;
2. A copy of the National Committee on Accreditation recommendation;
3. official transcripts from legal studies (transcripts of pre-law studies are not required);
4. proof of English proficiency, if applicable. (*See section IV iii. ELIGIBILITY REQUIREMENTS*).

Application Assessment:

The application is reviewed as a whole with no weight attached to any one requirement. It should be noted no specific number of seats are reserved for NCA applicants in any one year; and competition is especially keen.

Decisions are not made until after end of July/early August. Applicants will be notified of the decision via email & post. Reasons for decisions are not recorded nor given.

NOTE:

1. Applicants may ask the NCA to directly forward a copy of their official transcripts via email to: lawadmissions@umanitoba.ca
2. The NCA can be found within the Federation of Law Societies of Canada: <http://www.flsc.ca/en/foreignLawyers/foreignLawyers.asp>

iv. TRANSFER CATEGORY

Persons who have successfully completed First Year in the common law program of another law school, within or outside of Canada, may apply to complete their studies at Robson Hall, Faculty of Law.

Category Requirements:

1. A LSAT score by the February sitting in the calendar year in which admission is sought;
2. A written statement (maximum length is two (2) 8½ x 11 single sided pieces of paper) indicating why you wish to pursue your legal studies at Robson Hall, Faculty of Law;
3. Official transcripts from pre-law and legal studies.

Application Assessment:

The application is reviewed as a whole, with no weight attached to any one requirement. The Faculty needs to be able to accommodate a student in completing First Year program requirements which have not been met during their study at the other law school, if necessary.

Decisions are not made until after end of July/early August. Applicants will be notified of the decision via email & post. Reasons for decisions are not recorded nor given.

XI. 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 a person 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

The decision of an Individual Consideration Screening Committee cannot be appealed. 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 jody_dewbury@umanitoba.ca, 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. ADDITIONAL INFORMATION

1. After the second Friday in July, **no offers of admission will be made 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.
2. Robson Hall 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 J.D. 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).

XII. TUITION & FINANCIAL INFORMATION**i. COST OF ATTENDANCE**

In 2011-12 the basic full time tuition and related ancillary fees is approximately \$9,600. Please note tuition fees are currently under review. In addition, full-time students should expect to spend approximately \$3,000 per year for course materials, supplies and other course-related expenses.

Estimated Cost of Attendance for the 2011-2012 Year*

Tuition & Fees	\$9,600
Books and Supplies	\$3,000
Living Expenses (Sept-April)	\$10,900 - \$19,600
Rent/Utilities	\$5,800 - \$10,500
Food	\$2,400 - \$3,600
Personal Expenses	\$800 - \$1,500
Clothing/Laundry	\$800 - \$1,000
Rec/Entertainment	\$600 - \$1,000
Transportation	\$500 - \$2,000
Total Estimated Costs **	\$23,500 - \$32,200

* 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

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 their 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://law.robsonhall.ca/jd/admission-to-first-year>) by November 1, 2011. 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; the award 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 AGPA calculated and LSAT score at time of offer.*

iii. BURSARIES

At Robson Hall Faculty of Law we strive to promote accessibility to our program. In previous years, approximately 50% of the student body received needs-based financial aid. 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 loans from their province of residence and provide a copy of the needs assessment along with the bursary application.

Bursary funds may be more general in nature, to name but a few, the *Butch Nepon Awards* and the *Robson Hall Bursary fund*, are 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: <http://law.robsonhall.ca/current-support> Please direct inquiries to lawadmissions@umanitoba.ca. Applications are available in September, and only those students admitted to &/ or registered at Robson Hall, Faculty of Law 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

Bursary Applications are available in September online only. Applicants admitted to Robson Hall may apply. All applicants will be considered for both Faculty & general University of Manitoba bursaries under one application.

XIII. 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.

ii. DEFER OFFER OF 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 & WAIT 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 July & August, applicants offered from the wait list will be contacted by telephone and/or email. Failure to reach an applicant on the first attempt may result in the offer being extended to another person on the wait list.

Please note that after the second Friday in July, no offers will be made to non Manitoba residents. The last day for offers will be the Friday before the Labour Day long weekend (*See Section XI iv 1..*).

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.

XIV. CAREERS & PRACTICE

i. PROSPECTS FOR GRADUATES

Qualifications to practice law in Manitoba are determined by The Law Society of Manitoba. Upon completion of a J.D. 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 Career Development Office (CDO) in the Faculty of Law offers assistance to students by providing them with current information on traditional and non-traditional legal opportunities/options. The CDO hosts a career fair and numerous career workshops. Further details can be obtained here: <http://law.robsonhall.ca/current-support/career-support>.

There is a continuous demand for a law degree and a legal education can be rewarding in many ways including innovative ways of practicing law on your own. Alternatives to the practicing 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 J.D. 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 J.D. 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 J.D., 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 R3C 1S8 (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.

XV. TIMELINE FOR 2012-2013 OFFERS

November 1	Application deadline
Mid-December	Early Offers in Index Score category
Mid-February	Individual Consideration applicants notified if selected for an interview
March 3 & 4	Individual Consideration interviews
Mid-March	Offers made to Individual Consideration Category Applicants
Mid-April	First minimum Index Score cut-off established. Applicants with a Final Index Score below the cut-off will be removed from selection
Early July	Offers made in Index Score Category; Index Score minimum cut-off established, and wait list created
July 16	Manitoba students only wait list
August 31	Last day for offers (if necessary)
September 4	First day of classes & Orientation Week

Applicant Group Applying for the 2011-2012 Academic Year

apps = number of applicants
offers = number of offers made

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

Comparative Grade Point Average (AGPA)	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	2	0	5	0	78	4	135	55	126	123	40	40	8	8	230
3.50 - 3.74	4	0	3	0	43	0	95	0	56	27	21	21	4	4	52
3.25 - 3.49	2	0	5	0	25	0	55	0	35	1	17	14	0	0	15
1.00 - 3.24	3	0	4	0	25	0	21	0	17	0	9	0	5	4	4

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 and Aboriginal Category.

There were 13 offers made to Individual Consideration Category applicants and 9 offers made to Aboriginal Category applicants.

Number of Applications 2010-11	
Index Score	950
Individual Consideration	237
Aboriginal	24
Total Applications	1211