

International Student Application for Admission

Legal English Workshop (LEW)

1. **Application form.** Applicants have to complete and sign this Application form.
2. **Academic credentials.**
 - a. Unofficial copy of all post-secondary degree diplomas, graduation certificates and transcripts. Academic credentials have to demonstrate that the applicant has completed at least 2 years of law studies.
 - b. If the transcript is not in English, a literal English translation must be enclosed.
3. **Financials.**
 - a. Applicants must submit original or certified copies of financial documents to provide proof of sufficient funding to meet all tuition and living expenses in the amount of \$3,925.
 - b. Total for students from partner schools with a tuition discount of \$400 - \$3,525.
 - i. These amounts are just estimates for visa purposes. The actual expenses may be higher or lower depending on a number of factors such as the accommodation option chosen and a student's spending habits.
 - ii. This funding should be in the form of liquid assets such as money in a bank account, stocks, bonds, or other investments with cash value that can be quickly accessed. Photocopies, faxed copies or scanned copies are not acceptable.
 - iii. Proof of funding is commonly presented in the form of a bank statement. Bank statements will not be accepted unless they meet all of the guidelines listed at: <https://info.umkc.edu/ISAO/wp-content/uploads/2017/03/Admission-Requirements-Financial-Statement-Guidelines033117.pdf> .
 - c. Affidavit of support. If a student is being financially sponsored, each of his/her financial sponsors must also sign and date an Official Statement of Finances Form available at page 7 of this application.
4. **English Proficiency.** We require a minimum score of 5.0 on the IELTS or 70 on the TOEFL (iBT). Alternative ways of demonstrating English proficiency, including other English testing results or an interview with one of our team members, are also acceptable. Students from our partner schools can get a waiver of the English requirement provided that the school confirms a student's English proficiency.
5. **Registration fee/ seat deposit.** Applicants have to submit a non-refundable registration fee of \$100. Fee may be paid by bank draft, money order, personal check, or cashiers' check drawn on a U.S. bank, made payable to the University of Missouri-Kansas City. VISA and MasterCard are also accepted. We do not accept cash.
 - a. This fee will be applied towards tuition.
 - b. Submit a non-refundable \$100 USD deposit by credit card, check or money order to:
Legal English Workshop | International LL.M.
UMKC School of Law
500 E. 52nd Street, LAW 2-309
Kansas City, MO 64110

6. **Resume.** A current copy of an applicant's resume or Curriculum Vitae.
7. **A photocopy of passport.** A legible photocopy of the biographical page of a participant's passport that includes his/her photograph and legal name.

Make sure that every part of the application form is completed entirely, honestly and legibly, and that **all** required supporting documentation is included with your application packet. Send your completed application form, \$75 application fee and all of the required documentation as indicated in the aforementioned checklist to:

**University of Missouri-Kansas City School of Law
LL.M. for Foreign Students Program
500 East 52nd Street
Kansas City, MO 64110 USA**

Alternatively, a student may email the application with the application documents to Ahmed Alguidi at alguidia@umkc.edu .



UNIVERSITY OF MISSOURI-KANSAS CITY
SCHOOL OF LAW
 500 East 52nd Street
 Kansas City, MO 64110 USA
 Telephone: (816) 235-1655
 email: alguidia@umkc.edu
<http://law.umkc.edu/academics/l-l-m-international.asp>

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EDUCATIONAL DATA

- List all secondary schools and post-secondary schools you attended.
- Column 1 Write the appropriate months and years for every school year you attended.
- Column 2 List the number of years you attended that school.
- Column 3 List the type of school attended (for example: University).
- Column 4 List your major/emphasis (for example: Accounting).
- Column 5 Print clearly the full name, city and country of the school.
- Column 6 Write the name of any examination(s) you passed or certificate(s) you obtained or are pursuing.
- Column 7 Enter your graduation date.

SECONDARY EDUCATION

1 Calendar Year(s) (From-To)	2 Years Attended	3 Type of School	4 Major / Emphasis	5 Name of School, City, Country	6 Certificates Degrees / Diplomas	7 Date of Graduation
September 1999- June 2002 EXAMPLE	3 EXAMPLE	Secondary EXAMPLE	General Studies EXAMPLE	Tokyo Secondary School, Tokyo, Japan EXAMPLE	High School Diploma EXAMPLE	June 2002 EXAMPLE

UNIVERSITY (POST-SECONDARY) EDUCATION

1 Calendar Year(s) (From-To)	2 Years Attended	3 Type of School	4 Major / Emphasis	5 Name of School, City, Country	6 Certificates Degrees / Diplomas	7 Date of Graduation
August 2002- April 2006 EXAMPLE	4 EXAMPLE	University EXAMPLE	Accounting EXAMPLE	University of Tokyo, Tokyo, Japan EXAMPLE	Bachelor of Science EXAMPLE	April 2006 EXAMPLE



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Financial Requirements

OFFICIAL STATEMENT OF FINANCES

All applicants must submit proof of sufficient funding to meet all tuition and living expenses for the first year of studies. Complete the section below and submit the required information to the address listed above with your application.

Applicant Name: _____ / _____ / _____
Surname/Family/Last Name(s) Given/First Name(s) Middle Name(s)

Date of Birth: ____ / ____ / ____
month day year

SOURCES OF SUPPORT

Check the source(s) of support you will use during your first year of studies and complete the section below.

- Personal Funds** of the applicant
 1. Attach an original recent bank statement or other official document, in English, verifying the first year's funds are currently available as liquid assets.

- Family or Other Sponsor (such as a friend or U.S. sponsor)**
 1. Attach the Affidavit of Support, signed and dated by the sponsor, which includes the sponsor's relationship to the applicant and willingness to support the applicant financially during his or her studies at UMKC.

 2. Attach an original recent bank statement from the sponsor, in English, verifying the first year's funds are currently available as liquid assets. This document must be certified or notarized.

- Government Agency or Employer Sponsor**
 1. Name of the government agency or employer: _____

 2. Attach original letter from the sponsor stating the amount and duration of the scholarship the applicant is receiving.

DEPENDENT INFORMATION

Please list the number of family members who will be living with you in Kansas City while you pursue your degree. You must show additional funds for a spouse and for each child. The additional amount required can be found by visiting <http://www.umkc.edu/isao/tuition.htm>. Please also attach a copy of the biographical pages of each dependent's passport.

Last/Family Name	First/Given Name	Middle Name(s)	Date of Birth	Gender	Birth City	Birth Country	Citizenship Country	Relationship (spouse/child)



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Affidavit of Support

The affidavit of support is required by all applicants who will be submitting funds which are not their own personal funds, and who plan to have an F-1 or J-1 visa during their studies at UMKC.

Part I. Sponsor Information

Name of sponsor: _____

Relationship to applicant: _____

Street Address: _____

_____/_____/_____/_____/_____
City District State/Province Country Postal/ZIP Code

Telephone: _____ Email: _____

Part II. Certification

1. This affidavit is made by me for the purpose of financial support for _____
Name of Applicant

Applicant's Date of Birth: ___/___/___
month day year

2. I am willing and able to financially support the person named above during his/her studies at UMKC.

3. I have attached an original bank statement in English verifying that the first year's funds are currently on deposit and that I have sufficient funds to assume the cost of study abroad for the student above.

Part III. Affirmation

I acknowledge that I am aware of my responsibilities as the sponsor of the person named above. I affirm that the statements on this affidavit are true and correct.

Signature of sponsor (in English): _____ Date: _____

Printed name of sponsor (in English): _____