

Graduate Studies at Queen's Law:

Application Checklist

Deadlines: LLM and PhD applications: **January 15**
LLM International Law Program applications: **November 15**
Late applications may have diminished access to Queen's financial awards.

Minimum Requirements: LLM: JD/LLB with a B+ average normally required
PhD: LLM with an A- average normally required

Recommendations: (completed online) Two recommendations from professors who taught you at law school.
PhD students: one of them should be your LLM supervisor.

Include the email address for each referee on the application form. When you submit your application (with payment fee), your referees will automatically receive an email message with the link to your application to complete the reference form.

Transcripts: (uploaded to application) **Graduates of Queen's University or current students of Queen's University do not need to upload/send Queen's transcripts.** We will retrieve them from the internal system.

For degrees earned outside of Queen's, official transcript(s) are to be uploaded to the application site for review purposes. If you receive an offer of admission you will be required to submit **two hardcopy official transcripts**. The hardcopies should be mailed to the **School of Graduate Studies** from the issuing university.

Photocopied, scanned, or transcripts printed from a university website are not permitted. Degree and graduation certificates must be included if the transcript does not indicate the type of degree and date granted.

Transcripts in languages other than English or French must be accompanied by an English or French translation provided by the institution issuing the transcript. Transcripts submitted with applications become the property of Queen's University, are subject to verification, are not available for copying and will not be returned.

CV/Resume: (electronic) Email your current CV or resume as a Word or Pdf document to Graduate Assistant at lawgrad@queensu.ca.

Statement of Objectives: (electronic) There is typically not enough room on the application to include a complete Statement of Objectives, which is typically half to one page in length. Therefore we request applicants to email this document as a Word or Pdf document to Graduate Assistant at lawgrad@queensu.ca. Please be sure your name and "Statement of Career Objectives" appear on the document.

A statement of your career objectives and reasons for wanting to pursue graduate studies in law at Queen's University.

Research Proposal:
(electronic)

There is typically not enough room on the application to include a complete Research Proposal. Therefore we request applicants to email this document as a Word or Pdf document to Graduate Assistant at lawgrad@queensu.ca. Please be sure your name and "Research Proposal" appear on the document.

We need to ascertain *your* understanding of the topic and research plans, and *our* resources in terms of supervisor, classes and library holdings. Maximum length should be 500 words for **LLM applicants**, and 1000 words for **PhD applicants**.

Writing Sample(s):
(electronic)

One or two legal writing samples that demonstrate your research and writing abilities. Writing samples should be 5–10 pages in length, be written originally in English and written while you were a student in law school or in a graduate program.

PhD candidates: one writing sample should be a chapter of your LLM thesis. Email as a Word or Pdf document to Graduate Assistant at lawgrad@queensu.ca.

English-Language Proficiency:
(paper)

If English is not your first language, one of the following will be required:

- Proof of studies lasting at least one full year at an English-language institution and terminating not more than 12 months ago, reviewed and approved by the [Director of Admissions, School of Graduate Studies](#).
- TOEFL iBT with scores of Writing 25, Speaking 25, Reading 25 and Listening 25
- TOEFL Paper-Based and Computer-Based, with a score of at least 600
- IELTS, with an overall band score of at least 7.0 on the academic module
- If you have received a grade of A- (A minus) or higher in ESLA 140 or ESLA 150 in the [Queen's English for Academic Purposes](#) program, you may not require another test score.

Application Process**First:**

Complete the application form and pay the application fee at <http://www.queensu.ca/sgs/prospective-students/application-process>. Ensure you have uploaded your official transcripts to the application.

Then:

Email your CV/Resume, Statement of Objectives, Research Proposal and Writing Sample(s) to lawgrad@queensu.ca

Finally:

Official hardcopies of transcripts, degree/graduation certificates (if applicable), English-language proficiency scores should be sent to:
School of Graduate Studies, Queen's University
Gordon Hall, Room 425
74 Union Street
Kingston, ON K7L 3N6 Canada