

# Graduate Studies at Queen's Law: Application Checklist

## Application Requirements

### Deadlines

LLM and PhD applications: **February 15**

LLM Global 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 (electronic or paper)

Two recommendations from professors who taught you at law school.

**PhD students: one of them should be your LLM supervisor.**

**Electronic recommendations:** If you include the email address for each referee on the application form, when you pay the application fee and submit the form, your referees will automatically receive an email message with the link to your recommendation form.

**Paper recommendations:** The recommendation form **must** be completed. If your referee prefers to submit it in paper form, print it from the application portal and ask your referee to complete the form, attach it to his or her reference letter, and mail the recommendation form and reference letter to the School of Graduate Studies (address on reverse).

### Transcripts (paper only)

Graduates of Queen's University or current students of Queen's do not need to send transcripts. For degrees earned outside of Queen's, please arrange for **two sets of official transcripts** to be mailed to the **School of Graduate Studies** (address on reverse) from the issuing university. Photocopied or scanned or printed transcripts 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)

A copy of your current CV or resume as a Word document or scanned attachment.



Statement of Objectives  
(electronic)

A statement of your career objectives and reasons for wanting to pursue graduate studies in law at Queen's University. Please be sure your name and "Statement of Career Objectives" appear on the document.

Research Proposal  
(electronic)

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**. Please be sure your name and "Research Proposal" appear on the document.

Writing Samples  
(electronic)

One or two legal writing samples that demonstrate your research and writing abilities. Writing samples should 5–10 pages long, 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.**

English-Language Proficiency  
(paper or electronic)

**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
- MELAB, with a score of at least 80
- IELTS, with a score of at least 7 on the academic module
- PTE Academic, with an overall minimum score of 65
- 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>. If you are providing email addresses for your referees, they will automatically receive a message and link to the recommendation form when you file your application.

Then

Email your CV/resume, Statement of Objectives, Research Proposal and Writing Samples to [lawgrad@queensu.ca](mailto:lawgrad@queensu.ca).

Finally

Have your transcripts and other printed material (printed recommendations, English-language proficiency scores) sent to:  
**School of Graduate Studies, Queen's University**  
Gordon Hall Room 425  
74 Union Street  
Kingston, ON K7L 3N6 Canada

