



## LSJ Major Application Instructions

\*\*\*Spring 2016 Application due Friday, April 8th by 4PM\*\*\*

### LSJ Major Application Workshops

Wednesday, March 9th, 12:30-1:30pm, Smith M261

Wednesday, March 30th, 2:00-3:00pm, Smith M261

*This workshop will walk you through the application process step-by-step and provide tips for writing the personal statement. The workshop is meant to help you submit a strong and successful application.*

*No RSVP required. Just show up!*

Please make sure you have met all application prerequisites before you begin. Detailed information about LSJ prerequisites is on the LSJ website under the Programs & Courses→LSJ Major→Applying to LSJ Major tab.

### Questions?

Contact the LSJ Advising Office

[lsjadv@uw.edu](mailto:lsjadv@uw.edu) | 206-543-2396 | Smith M253 | <https://lsj.washington.edu>

There are three parts to the LSJ major application: 1) UW Unofficial Transcript, 2) Personal Statement of Academic Interests and Objectives, and 3) the online application survey. Access the Admissions dropbox to upload your materials here:

<http://lsj.washington.edu/applying-lsj-major>

#### (1) Your UW Unofficial Transcript

You will be uploading your transcript as a pdf file. Log on to MyUW and open the Unofficial Transcript tool. You will see a link for the “Print Friendly Version.” Click on this and save the “Print Friendly” pdf of your Unofficial Transcript to your computer. Then upload it to the UW Unofficial Transcript dropbox at the link listed above.

#### (2) Your Personal Statement of Academic Interests and Objectives

This is one of the most important parts of your application. It not only gives evidence of your writing skills, but also shows what you have learned in LSJ and what you want to learn. Work on this well in advance. When you're satisfied with your essay, save it to your computer as either a Microsoft Word document or a pdf. Then upload it to the Personal Statement of Academic Interests Dropbox at the link listed above.

#### **Personal Statement Prompt—Write a concise 750 word essay (double-spaced) on the following theme:**

One of our goals in assessing each applicant to the Law, Societies and Justice Program is to understand precisely what motivates each applicant's interest in the major. Please use this essay to describe what **intellectual questions or social issues** underlie your interest in our courses. Explain how courses you have already taken have informed your interest, and how you expect future courses will enable you to explore that interest further.

#### (3) Completing Your Application

In the “Completing the Application” Dropbox, click on the survey link. After completing the survey, you will be asked to “Review” and then “Submit Responses.” After submitting, you will be shown a page with a long confirmation code. Copy that confirmation code into a new Word document with your name and student number. Save a copy of this to your computer, go back to the LSJ Admission Dropbox page, and upload the confirmation code Word document into the “Completing Your Application” Dropbox. This is what tells the Admissions Committee to consider your application. Your application is not complete until you upload this confirmation code document!!

**By uploading the confirmation code document, you are also agreeing to the following:**

"I acknowledge that the statements I have made in this application are true. I pledge that the personal statement was written by me in its entirety."

**There is no final "Submit" button on the Dropbox. Once you have uploaded all three components, your application is complete.**

**Questions on the LSJ Admissions Application Survey:**

Question 1-3. Your name, UW student number, and phone number.

Question 4. What is your University of Washington e-mail address?

Question 5. Another e-mail address: (You are not required to answer this, but the additional e-mail address will help us contact you with the results of your application. Please, no group or family e-mail addresses.)

Question 6. At the end of which quarter and year do you anticipate being done with all of your degree requirements?

Question 7. Current Major/Premajor (The correct answer to this question will be found near the top of your UW Unofficial Transcript; it is not "Law, Societies, and Justice" or you would not need to apply for admission.)

Question 8. If you have transfer credit, is it from Running Start? Or did you attend another 2 or 4 year school after graduating from high school and before beginning at UW?

Question 9. If you are currently in a declared major, do you plan to double-major/pursue a dual degree or switch to LSJ?

**Some additional suggestions/information:**

--The deadline for turning in applications is 4PM on the second Friday of the quarter in which you are applying (Autumn, Winter, or Spring). It is wise to complete the application and upload your responses well before then.

--You can log on to the application multiple times. The Committee will not review your application until all materials have been submitted.

--The LSJ Admissions Committee will not start looking at applications until the deadline. You will be informed of results by email to your UW email account by no later than the end of the 6<sup>th</sup> week of the quarter in which you apply. You will receive your admissions decision before registration for the next quarter.

--Make sure your name is on everything you upload.

--You are strongly encouraged to make an appointment with the LSJ/POL S/JSIS Writing Center to have them review your personal statement prior to submitting it. You can make an appointment online here:

<https://depts.washington.edu/pswrite/signup.php>

--When making admissions decisions, the Admissions Committee considers: class standing, cumulative GPA, LSJ GPA, grades in writing-intensive courses, overall grade trends, ability to complete LSJ major requirements and general education requirements on-time, writing ability, specific interests in the LSJ curriculum, understanding of the LSJ curriculum and major, and motivation for pursuing LSJ.

--The LSJ Admissions Committee is comprised of LSJ faculty members.

--LSJ is a competitive admission major. Not all students who meet the minimum requirements will be admitted. For this reason, you are strongly encouraged to be simultaneously pursuing a non-competitive back-up major in addition to LSJ in case you are not admitted.