M E M O R A N D U M

TO: Fall **2012** Entering Class - **Delaware Campus**

FROM: Barbara Ayars
Assistant Dean for Admissions

SUBJECT: Requirements for Matriculation
Miscellaneous Information

Congratulations on your admission to Widener Law. This memorandum contains important information for all members of the **2012** entering class.

1. Requirements Regarding Measles, Mumps and Rubella

Attached is a memorandum from the Registrar regarding relevant State of Delaware regulations requiring evidence of immunity to Measles, Mumps and Rubella prior to your matriculation at Widener Law. The evidence required for proof of immunity is explained in the attached memorandum. Proof of immunity must be submitted to the Admissions Office prior to your enrollment.

2. Students with Disabilities

Please contact the Office of Student Affairs immediately at (302) 477-2142 to request any reasonable accommodation due to a disability. If you seek accommodations as a result of a learning disability or other disability which is not readily apparent, please submit medical documentation describing the disability and indicating the type of accommodation requested. This documentation will be required by the Dean of Students in order to make the necessary accommodation upon matriculation.

The University's ADA Coordinator will make an independent assessment of all accommodation requests. If you are granted examination accommodations at the Law School, you should be aware that the Board of Law Examiners in the jurisdiction(s) where you seek to sit for the bar examination may not base their decision (on accommodations) on your receipt of examination accommodations in law school.

The standard for granting accommodations and the documentation required by each jurisdiction may differ from the Law School requirement.

3. Tuition for 2012-2013 Academic Year

Tuition figures for the 2012-2013 academic year will be based on a per credit charge. The links below will provide the current information regarding tuition and will be updated for the 2012-2013 academic year when the information becomes available.

http://law.widener.edu/Admissions/CostsandFinancialAid/TuitionandFees/GuidetoFeesandPayment.aspx

http://law.widener.edu/Admissions/CostsandFinancialAid/CostofAttendance.aspx

Your tuition billing information will be available in June through Campus Cruiser at https://prod.campuscruiser.com/widener

A Campus Cruiser username and password are sent in June to the email address you provided on your application. Log in then click on the "webadvisor" tab underneath the Widener University logo. Search through the links along the left column. Student Schedules and Financial Profile Student Account information is included. Please contact ITS at 302-477-2196 if you do not have access to Campus Cruiser by June 1st, or have further questions.

4. Materials for Prospective Law Students - Law Library

If you are interested in suggested readings for prospective law students, you may access:

http://law.widener.edu/LawLibrary/Services/OtherServices/SuggestedReadings.aspx .

These readings are by no means required. However, you may find some of the selections enjoyable as you await the start of your law school career.

5. Orientation

You will receive a detailed Orientation/Introduction to Law Program schedule with your registration materials from the Office of the Registrar after financial clearance in mid July. You will be considered financially clear to attend classes upon payment of your tuition bill and/or upon full completion of all financial aid paperwork. Please contact the Financial Aid Office if you need assistance.

Please be prepared to wear professional business attire for the Welcome to the Profession Ceremony on the first night of Orientation.

6. Law School Calendar

The link below will provide the current law school calendar and will be updated for the 2012-2013 academic year when the information becomes available.

http://law.widener.edu/Gateway/CurrentStudents/DelawareStudents/AcademicResources/AcademicCalendar.aspx

7. Character and Fitness Information Disclosure

As indicated in the Widener University School of Law application,

"Any false or misleading statement, incomplete or inaccurate information, omissions of required information or failure to update changes in information in this application may cause you to be denied admission; OR if admitted, to be dismissed from the School of Law or cause your degree to be revoked by the dean, and may jeopardize licensure with the Boards of Bar Examiners."

You should also carefully review the language contained in the Character and Fitness Questions of the Law School application. For instance please note:

"(You must include any instance of driving under the influence and offenses which have been expunged or occurred while a juvenile, including disorderly persons' offenses.)"

Responses to the character and fitness questions on law school applications are reviewed by bar examiners in many jurisdictions. Any discrepancies may adversely affect your admission to the bar. Juvenile or minor matters for which the court has sealed the records must also be disclosed. Many bar examiners take the position that the records are not sealed for purposes of admission to the bar. Failure to disclose even minor infractions is often of greater concern to bar examiners than the gravity of the original offense.

You have a continuing duty to update the information you provided in response to the Character and Fitness section of the Law School application. Please notify our office of any academic or disciplinary actions occurring after submission of your application. In the event that there have been incidents which would cause you to change your response to the Character and Fitness questions on the law school application, please provide us with a revised response, including a detailed explanation of the incident(s).

In addition, if you answered affirmatively to any of the questions , you are advised to contact the Board of Bar Examiners in the state(s) in which you intend to seek admission, as this prior conduct may affect your ability to sit for the bar examination.

8. Official Transcript Reminder

Your acceptance is conditioned upon receipt by the Law School of an official transcript showing successful completion of your undergraduate studies and the award of your baccalaureate degree. If you have not done so, please contact your undergraduate institution to request that an official transcript be forwarded to the Admissions Office. **LSAC provides a copy of your transcript with your CAS Report however, this is not considered an official transcript.** We must receive your official transcript no later than the start of Orientation in August.

9. Summer Hours

Beginning in late May the Law School will follow its summer hour's schedule. Hours are extended Monday through Thursday. All offices will be closed on Friday. For specific hours please contact the individual offices. A list of office telephone numbers is attached.

10. Health Insurance

Information packets will be available at or soon after Orientation.

11. Computer Compatibility

For those contemplating the purchase of a computer or laptop and would like information regarding Widener's computer systems and the compatibility with your computer hardware, please contact our Information Technology Services Department at (302) 477-2196 or at http://law.widener.edu/CampusLife/ComputerITServices.aspx .

12. Tobacco-Free Policy

In order to promote a healthy environment for students, faculty, staff, and visitors, Widener University is tobacco-free on all four campuses. The Tobacco-Free Policy applies to all university faculty, staff, students, visitors, contractors and guests at all times. The use of tobacco, including smoking, is prohibited within university facilities, outdoor areas, and university owned vehicles. Although this initiative is new for Widener, we are following the lead of many colleges and universities throughout the nation whose campuses are currently tobacco-free.

13. Seat Deposit Form

If you plan to attend Widener University School of Law, please complete and return the response form located on the **Portal "To Do List"** and send it along with your non-refundable $400.00 seat deposit by May 1st if you are accepted prior to April 15th or, if accepted after April 15th, within 2 weeks of acceptance. Please note scholarship recipients must consult their scholarship email for seat deposit date requirements. Your seat deposit will be credited toward your tuition if you matriculate at the Law School. You may pay your seat deposit by credit card by calling the Bursar's Office at 302-477-2181.

DELAWARE CAMPUS TELEPHONE NUMBERS

Admissions	(302) 477-2703
Financial Aid	(302) 477-2272
Registrar Office	(302) 477-2170
Bursar’s Office	(302) 477-2181
Office of Student Affairs	(302) 477-2142
Library	(302) 477-2244
Bookstore	(302) 478-0606
ITS	(302) 477-2196

TO: INCOMING STUDENTS

FROM: REGISTRAR'S OFFICE

NOTICE REGARDING IMMUNIZATIONS

The State of Delaware regulations provided to us by the State Division for Disease Prevention require that all full-time day and evening students show evidence of immunity to **Measles, Rubella, and Mumps** prior to enrollment. Only those students with religious conflicts, medical contradictions or who were born prior to January 1, 1957 are exempt from these requirements.

Evidence of immunity is as follows:

Measles

- Physician documented history of measles immunity; or
- Serological confirmation of measles immunity; or
- A documented receipt from a physician or health facility showing that **two doses** of measles vaccine were administered after twelve months of age, with at least one immunization after fifteen months of age.

Rubella

- Laboratory evidence of antibodies to rubella virus; (A physician statement of disease is not sufficient for rubella); or
- A documented receipt from a physician or health facility showing that rubella vaccine was administered on or after twelve months of age.

Mumps

- Physician diagnosed history of mumps disease; or
- Laboratory evidence of immunity; or
- A documented receipt from a physician or health facility showing that mumps vaccine was administered on or after twelve months of age.

Any student who presents a notarized document stating that immunization is against their religious beliefs or where a licensed physician certifies that immunization may be detrimental to the student's health will have the requirement waived.

You must submit evidence of immunity to the law school prior to matriculation at Orientation.

If you have any questions, please feel free to contact our Registrar's Office at 302-477-2710.

WIDENER UNIVERSITY SCHOOL OF LAW

ADMISSIONS WITHDRAWAL FORM

NAME: _____

ADDRESS:_____

_____

PHONE: _____

SS#: (last four digits)_____

____ **Please withdraw my application for the fall 2012 entering class.**

Return this form to:

Barbara Ayars
Assistant Dean for Admissions
Widener University School of Law
4601 Concord Pike
Wilmington, DE 19803 **or by**

Email: lawadmissions@widener.edu

Fax: 302-477-2224