

Registration Requirements for Fall 2011

To complete your admission requirements and qualify for enrollment, you must submit the items listed below:

1. **A completed Supplementary Information Form.** *This form should be returned to the College of Law at the time of your acceptance.* Admitted applicants with questions or concerns regarding their residency or financial aid status are especially encouraged to complete the Supplementary Information Form in a timely manner. A pre-addressed envelope is enclosed for this purpose.
2. **An Acceptance Deposit of \$250.** This deposit reserves your place in the entering class and will be applied as partial payment of your fall tuition. Your check should be made payable to the "University of Cincinnati" and returned to the College of Law by the date specified in your letter of acceptance. Your deposit will be confirmed. If you fail to pay the deposit by the prescribed date, your place in the entering class will be forfeited. **A refund of \$125 will be remitted to students who notify the College of Law in writing by May 15, 2011, of their plans not to enroll at the University of Cincinnati College of Law.**
3. Early in the summer you will receive a book fee invoice for your Introduction to Law course materials. The Admissions Office reserves the right to revoke your seat in the incoming class if timely payment of the fee is not received.
4. **By the date of enrollment, the College of Law must receive two official transcripts from every college or university you have attended. The transcripts which indicate the receipt of your bachelor's degree must show that the degree was conferred before the date of matriculation into the College (one copy of each transcript is kept permanently for the College's record, the other is made available to the bar examination authority of your choice).** All transcripts must be mailed directly to the College of Law by the registrar of that institution. Please have the transcripts mailed to:

University of Cincinnati
College of Law Room 201B
P.O. Box 210040
Cincinnati, OH 45221-0040

The transcripts must be in your file by August 1, 2011. If you will be a summer school graduate, proof of the anticipated degree must be received prior to August 1, 2011.

Final transcripts that accompany LSDAS reports are unofficial copies. They do not satisfy the above requirement.

5. As indicated at the end of the application form, you are required to notify the College of any disciplinary proceedings or criminal convictions occurring subsequent to those listed, if any, in your application.