



## US Business Law Academy Application

### INSTRUCTIONS

Enrollment in the US Business Law Academy is not generally open to the public. Instead, admission is reserved for individuals who are affiliated with a select group of leading global law schools or other institutions. In limited cases, non-affiliated individuals may enroll on a special basis.

If you are unsure of your eligibility, please contact your home institution or Columbia Law School's [Office of International Programs](#).

#### Individual Applicants

Applicants who are applying on an individual basis may submit this form at any time per the instructions on the [Academy website](#). Applications will be reviewed on a rolling basis, as they are submitted, for so long as spaces in the program remain open. Applications received after the program has been filled will be placed on a Wait List.

- A complete application will consist of this form and a CV.
- CLS will respond to each individual candidate after reviewing the completed application and contacting the home institution for its endorsement.
- Candidates will be asked to submit a non-refundable deposit of \$500 within two weeks of receiving notice of admission. The deposit will be credited towards their program fee.
- Additional information will be requested at that time for visa purposes, and participants may eventually be subject to a US government visa fee of \$300.
- Candidates will be required to pay the balance of the program fee by May 1 (or two weeks after receiving notice of their admission, whichever is later).
- Individual candidates who apply by February 15 and make a timely deposit will receive a \$500 "Early Bird" discount on their program fee.

#### Group Applicants

Some institutions have partnered with the Academy for the purpose of group reservations, group discounts, and other special arrangements. Applicants who are applying as part of such a group should consult with their affiliated institution about special procedures, materials and deadlines applicable to them. If you are unsure of whether you are able to apply as part of a partner group, please contact your home institution or [Columbia Law School's Office of International Programs](#).

## US Business Law Academy Application

*Please complete all sections and enter "Not Applicable" or "N/A" as needed.*

I am applying to the Academy based on my affiliation with the following institution, which I authorize Columbia Law School to contact for an evaluation of my suitability for this program:

*Name of Affiliated Institution*

*Name of Dean, Chair or Designee*

*Email of Dean, Chair or Designee*

### **Section I: Personal Data**

1.

*Given Name                      Middle Name(s)                      FAMILY NAME(S) IN CAPITAL LETTERS                      Gender (M/F)*  
*(Name must appear as it does, if applicable, in the passport that you will use to enter the U.S. for this program.)*

2.

*Current Occupation                      School or Employer*

3.

*Phone (primary)                      Phone (other)                      Email*

4.

*Citizenship (primary\*)                      Citizenship (other)                      Country of Permanent Residence*  
*\*Passport that you will use to enter the United States, or document your immigration status, for this program.*

5.

*City of Birth                      Country of Birth                      Date of Birth (mm/dd/yyyy)*

6. Personal postal address

*(Please list a location at which you would be able to receive critical visa-related documentation up to the date of your planned departure.)*

*A. Name*

*D. City*

*B. Street – 1*

*E. State/Prov.*

*C. Street – 2*

*F. Country*

*G. Postal Code*

7. Are you requesting accommodations in Columbia University residence halls (strongly recommended), or will you arrange independently for housing in New York City?"

*Columbia housing*

*Independent housing*

*(Please check one)*

### **Section II: Academic Background**

8. Highest law degree earned or currently expected

*Name of degree*

*School granting degree*

*Date degree earned or expected (mm/yyyy)*

**Section III: Other Information**

9. Highest other academic degree (if applicable)

*Name of degree*

*School granting degree*

*Date degree earned or expected (mm/yyyy)*

10. Are you applying on an individual basis, or as part of a Partner institution group?

11. Please provide a brief explanation of why you wish to attend the US Business Law Academy:

12. If you are not affiliated with a law school or other institution affiliated with the Academy, but have received special permission to apply to the program, please explain the circumstances below:

**Section IV: Certification**

13. By typing my name and the date in the space below, I certify that all of the information I have provided above is accurate and truthful.

<i>Name</i>	<i>Date</i>
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