



**APPLICATION GUIDELINE FOR FIRST SEMESTER, AY 2020-2021  
USC COLLEGE OF LAW**

The following simplified and streamlined process shall be followed for applications to any of the two law programs in the College of Law of USC School of Law and Governance, namely, *Juris Doctor with Thesis* (JDWT) and *Juris Doctor Non-Thesis* (JDNT) for the first semester of Academic Year 2020-2021:

1. Prospective applicant applies online through <https://ismis.usc.edu.ph/apply>, and sends his or her *Credentials* to the Admissions Office through its email address, [admissions-apply@usc.edu.ph](mailto:admissions-apply@usc.edu.ph). As used in this Guideline, *Credentials* shall consist of:


- a. transcript of records;
- b. certificate of good moral character (for Non-USC graduates); and
- c. Personal Statement in not more than 1,000 words that will enable the Dean's Office to get to know the applicant and assess his or her readiness to enroll in the law program. The Personal Statement shall be submitted in Microsoft Word format and shall indicate the applicant's desired law program (*ie.*, whether JDWT or JDNT). It shall likewise be accompanied with a Statement of Originality and Sole Authorship (not to be included in the word count). The Statement of Originality and Sole Authorship is applicant's solemn attestation to the Dean's Office that the Personal Statement is his or her own work.
- d. Optional Submission: In addition to the Personal Statement, the applicant may submit any of the following to enable the Dean to get to know the applicant more: academic essay of not more than 1,000 words on how he or she responded to the Covid-19 pandemic, or, a 90-second video on any topic the applicant may wish to expound on.

2. The Admissions Office forwards the documents and submissions to the Dean of the School of Law and Governance for evaluation.

3. When admitted to the law program, the Dean communicates with the applicant and sends a Certificate of Acceptance (COA), and advises him or her to pay the downpayment in the nearest payment channels.

4. When regular work resumes, the admitted applicant proceeds to the Admissions Office for the verification of online PDS information and proceeds with the enrolment process. He or she must bring with him or her the COA and Validated Payment Slip of the downpayment and the original of his or her birth certificate issued by the Philippine Statistics Authority (formerly National Statistics Office), transcript of records, certificate of good moral character (for non-USC graduates) and 2 pcs of 2x2 colored photo in white background.

The College of Law will start to receive applications beginning April 20, 2020.

  
JOANN S. LARGO  
Dean  
13 April 2020