



## MEMORANDUM

**TO:** ALL ACCEPTED STUDENTS – FALL 2023

**FROM:** MATTHEW V. KERNS, ASSOCIATE DEAN OF ADMISSIONS

Congratulations on your acceptance to Widener University Commonwealth Law School! Below you will find a plethora of information to assist you in your transition to law school. If you have any questions, please contact the Admissions Office at 717.541.3903 or by email at [admitcwlaw@widener.edu](mailto:admitcwlaw@widener.edu). I look forward to you joining us in Harrisburg in the fall!

Should you decide at any time that you do not plan to enroll at Widener Law Commonwealth, please notify us, in writing, so that your seat can be offered to another deserving applicant.

**Seat Deposit** – All accepted students are required to pay a two \$400.00 seat deposits. Your deposit due dates are listed in your acceptance letter. If you enroll in the Law School, the deposits will be credited toward your fall semester tuition, however if you do not enroll the deposits are non-refundable. You may pay the deposit online with a credit card at [www.widener.edu/hblawdeposit](http://www.widener.edu/hblawdeposit) or by calling the Bursar's Office at 717.541.3957.

**Coronavirus Vaccine** – [Widener University's COVID-19 vaccination policy](#) requires all faculty, staff, and students who will be on our campuses to be fully vaccinated with the addition of a booster dose of the Pfizer, Moderna, Johnson & Johnson, or any other World Health Organization approved vaccine when eligible. Vaccine records should be [uploaded to student health services](#) by August 1<sup>st</sup>.

**Schedule a Visit** – To schedule a tour please [sign up online](#) or contact the Admissions Office at [admitcwlaw@widener.edu](mailto:admitcwlaw@widener.edu). You can also take a [virtual campus tour](#) or visit our [Virtual Accepted Students Day webpage](#).

**Accepted Student Newsletter** – Beginning in January, every Monday you will receive our *Commonwealth Law Chronicle: Accepted Student Newsletter* in your email. Please read this newsletter carefully. It will contain announcements about important dates and deadlines as you begin your transition to law school.

**Entering Student Facebook Group** – You are encouraged to join our accepted student Facebook group. You will receive an email invitation with a link to the group in the spring. Information regarding upcoming deadlines, events, activities, and necessary forms will be posted in this group. You should also follow the law school's official accounts on [Facebook](#), [Twitter](#), [Instagram](#) and other social media outlets.

**Housing Information** – Widener Law Commonwealth does not provide on-campus housing. However, there are numerous affordable housing options available in the Harrisburg area and in close proximity to the law school. Additionally, Central Penn College designates a limited

number of furnished [apartments for rent](#) to Widener Law Commonwealth students. The apartments are located within minutes from the law school and offer many amenities. More information can be found on our [Housing and Dining Information webpage](#). Questions about housing should be directed to the Admissions Director, Mr. Tom Foley, at 717.541.3903 or [TJFoley@Widener.edu](mailto:TJFoley@Widener.edu).

**Final Official College Transcript** – A final official transcript from the undergraduate degree-granting institution, and if applicable, the graduate degree-granting institution is required. All accepted students are required to have earned, prior to enrolling, a baccalaureate degree from an accredited institution. Acceptance to the Law School is conditioned upon the successful completion of your undergraduate degree. Please have an official transcript, with degree award noted, mailed directly to the Admissions Office or to LSAC. Your official transcript must be on file no later than July 1st.

**myWidener** - Widener Law Commonwealth's online portal, [myWidener](#) (<https://my.widener.edu/>) provides students with access to their financial aid awards, class schedules, tuition bills, etc. All students are required to create an account in the system. If you have not already done so, use the following steps:

- Log in to [Password Self Service](#) (<https://pss.widener.edu/>). You will need your Widener ID Number located in your acceptance letter. After accessing the webpage click the “Login ID Lookup” button. Follow the instructions as provided. The “Lookup” process should send your login information to your personal email account.
- Log in to myWidener using your Widener login that was sent to your email and search for the desired task.
- “User Profile”, “Email”, “Financial Aid Award Letter”, “Class Schedule”, “Student Planning”, “Online Student Account”, and other tasks can be viewed via myWidener as the information becomes available.
- Financial Aid awards will be posted beginning in mid-March. Your tuition billing information will be available in June. Your tuition bill can be accessed by searching for "My Online Student Account" in myWidener.
- If you have difficulty with myWidener, please contact Information Technology Services (ITS) at 717.541.1927.

Detailed instructions on how to use myWidener can be found on the [Using MyWidener webpage](#).

**Tuition and Fees** – For the 2023-2024 academic year tuition is \$1,785.00 per credit hour. Full time entering students are typically enrolled in 15 credit hours per semester and part-time students are enrolled in 9 credits in the fall semester and 11 credits in the spring semester. A first-year full time student will be billed \$53,550 for the year while a first-year part-time student will be billed \$35,700. In addition to tuition, students are also charged a Student Bar Association Fee of \$60.00 per semester.

**Financial Aid** – All students who will be using federal student loans to pay for all or a portion of law school are advised to complete the FAFSA as soon as possible. The Widener Law Commonwealth code is **E00656**. The FAFSA will be used to determine eligibility for federal

student loans. Please contact the Office of Financial Aid regarding any and all other forms required to complete the load process.

**Class Schedules and Registration** – All first-year classes are required and entering students do not select their schedule. The Registrar will register all 1L students in mid-July and you will receive your class schedule through your myWidener account.

**Textbooks and First Assignments** – Textbooks and first assignments are posted on the [Academics webpage](#) in late July.

**Orientation and Intro to Legal Process Class** – Orientation and Introduction to Legal Process class is required for all entering students. Orientation and Intro to Legal Process is scheduled for August 15, 2023 through August 19, 2023. Orientation will be during the day and Intro to Legal Process will be in the evening. In late July, additional information regarding orientation will be emailed to students and posted on the [Orientation webpage](#). Classes for all students is tentatively set to begin on Monday, August 21, 2023.

**Character and Fitness Information Disclosure** – Lawyers are held to very high ethical standards. In addition to a bar examination, there are character, fitness, and other qualifications for admission to the bar in every U.S. jurisdiction. Applicants are encouraged to determine the requirements for any jurisdiction in which they intend to seek admission by contacting the jurisdiction. Addresses for all relevant agencies are available through the National Conference of Bar Examiners. at [www.ncbex.org](http://www.ncbex.org).

Law students have a continuing duty to update the information provided in response to the Character and Fitness section of the Law School application. Please notify the Admissions 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 a revised response, including a detailed explanation of the incident(s). Failure to be candid may result in the offer of acceptance being revoked.

**Computer Compatibility** – While students at Widener Law Commonwealth are not required to have a laptop computer most students do choose to use them in class. For those contemplating the purchase of a new computer or laptop and have questions regarding Widener’s computer systems and compatibility with various computer hardware, please contact the Department of Information Technology Services at 717.541.1979 or at <http://Commonwealthlaw.widener.edu/current-students/information-technology-services-its/>

**Students with Disabilities** – Entering students who have a documented disability should immediately contact the Student Accessibility Office, 610.499.1266, to request any reasonable accommodations needed to support their academic success. Students seeking accommodations will be required to submit comprehensive medical documentation that includes information relating to the disability, the diagnosis, and the requested accommodations.

The University's Director of Student Accessibility Services will make an independent assessment of all accommodation requests and if granted, the approved accommodations will be shared with the law school's Dean of Students who will facilitate the use of those accommodations. In the interest of protecting anonymity, students should not discuss their accommodations with their professors unless approved by the Dean of Students. More information about how to obtain accommodations can be found at: <https://sites.widener.edu/sas/student-information/>

Students granted accommodations for law school examinations should be aware that the Board of Law Examiners in each jurisdiction will make an independent determination of the granting of accommodations for the bar exam. The standard for granting accommodations and the documentation required by each jurisdiction may differ from the standards used by Widener Law Commonwealth.

## TRANSITION TO LAW SCHOOL

# TIMELINE

