

Congratulations and welcome to the University of North Dakota School of Law!

As an incoming student for the School of Law Class of 2024, we want to provide you with this checklist to ensure completion of all necessary steps before the start of law school. Below is a list of items to complete or consider before Orientation Week (August 15th – August 19th). Weekly follow-up emails will be sent regarding these items; in the meantime, this checklist provides an overview of what to expect.

The following items are **required** of all incoming law students to complete along with completion deadlines. Weekly emails sent out may provide additional information and “how to” support to complete some of these tasks.

Required

- Campus Connection – Claim UND Account (NDUS.Identifier) and UND Email
Recommended to complete by: June 1, 2021 (or ASAP if past listed date)
Claim Your NDUS Account [HERE](#)
→ Under Quick Links, click on Claim Account
Access UND Email [HERE](#)
→ After claiming account, you will use your NDUS identifier and password for your email login
 - New students to the North Dakota University System (NDUS) will need to claim their Student ID and email
 - Previous NDUS students (non-UND students) will need to log into UND email (@und.edu) to ensure you have access. You will use the same NDUS.Identifier.
 - Previous UND students will use the same NDUS.Identifier, Student ID and UND Email (@my.und.edu is no longer active).
- Register for 1L courses – A special email will be sent regarding registration details. You will not be able to complete this step until the registration email is sent out.
Complete by: August 1, 2021 (or ASAP if past listed date)
- Purchase/order books – A booklist will be provided in a weekly email. All books should be purchased by the first day of classes unless needed prior to Orientation Week.
Complete by: August 22, 2021
- Official Undergraduate Transcript – Must show conferred bachelor’s degree and date awarded
Complete by priority date of: August 23, 2021
Final deadline to prevent administrative withdrawal from UND School of Law: October 15, 2021

The ABA requires official transcripts from law students showing their conferred bachelor’s degree and date awarded to be on file with the law school. Students admitted under the University of North Dakota’s accelerated Bachelor’s/JD program (“3+3 program”) should submit a transcript and ensure the law school admission’s office is aware that you are enrolled in the accelerated program.

Official transcripts can be sent by mail or electronic pdf directly from the issuing institution. Addresses are below:

Mailing address:
University of North Dakota School of Law
Attention: Admissions
215 Centennial Dr., Stop 9003
Grand Forks, ND 58202-9003

Electronic address:
UND Law Admissions - admissions@law.und.edu

- 1L Photo Book Picture
Submit between: July 15th through August 1st

The Law School staff creates a photo book directory of each member of the first-year class for use by the faculty. Instructions will be provided in a weekly email.
- Immunization Documentation
Submit between: July 1st through August 23rd

Immunization Information can be found [HERE](#)
 - All newly admitted students must provide proof of immunizations per NDUS policy. As of April 5th, Covid-19 vaccines are not required for UND students.
 - Failure to submit your immunization record will result in a “hold” on your account and you will be unable to register for the spring semester of classes.



- Technology – UND School of Law requires specific technology to aid in educational practices. A list of technology requirements will be included in a weekly email. Complete by: August 23, 2021

Technology Requirements can be found [HERE](#)

- Student U Card
Available to order on August 1, 2021
Complete by: August 16, 2021 (if you wish to have by the start of the semester)

This ID card provides access to the School of Law building after regular business hours, uPrint services, entrance to the wellness center, dining services, and athletic events. Also, some local businesses give UND student discounts. Students will obtain their Student ID card by submitting the online student order form.

U Card information can be found [HERE](#)

- Update changes to contact information with Office of Student Life
Please update the Office of Student Life with any contact information changes (i.e., email address, phone number, name changes) throughout the spring/summer. We want to ensure you receive accurate information in a timely manner. Once Orientation Week begins, all email communication will be through UND email.

Required for International Students

- Certification of Finances form, certified bank statement & photocopy of your passport
Complete by: August 1, 2021 (or ASAP if past listed date)

The following items should be considered by each law student. Not all of these items may be required, nor will they apply to all incoming law students. Additional information will be provided in weekly emails; however, if you have questions regarding any of these items, please contact the Office of Student Life or the respective department on UND's campus.

Optional

- Apply for financial aid
Students wishing to get financial assistance through Federal Aid Programs including student loans are encouraged to submit their FAFSA application as soon as possible. UND's FAFSA school code is 003005. Contact information for One Stop Student Services is: onestop@UND.edu or (701) 777-1234.

- Housing
Students wishing to reside in on-campus housing must complete a housing application. Contact the Housing Office for information on housing options, rates, and more for graduate/professional students. Contact information is: housing@UND.edu or (701) 777-4251.

- Residency Process – More information will come in a weekly email.
Must complete by August 20, 2021 if you plan to establish residency.
Students wishing to establish North Dakota residency to be eligible for in-state tuition rates for their second and third years of law school must hold the following for 12-consecutive months prior to the first date of Fall 2022 classes: 1) proof of residency that verifies one-year residence in North Dakota and 2) a North Dakota driver's license with an issue date of at least 1 year prior to the Residency Tuition Application date. Individuals must show proof of both of these items when completing the application form. Proof of physical residency can be shown with lease agreements, mortgage statements, or utility bills. The student's name must be printed on the document.
*** Students must apply each year prior to the start of the fall semester.*

- Parking permit
Available to order on August 1, 2021
Complete by: August 16, 2021 (or as needed for parking)
Students who plan to park in student lots (including on-campus housing parking lots) or in the parking ramp must have a valid parking permit. Permits are valid yearly from August 1 to July 31 of the following year.
Vehicles without a UND parking permit are able to park for a limited time in Passport Parking[©] located in metered spaces, the parking ramp, and the visitor pay lot.

