



MEMORANDUM

TO: ALL ACCEPTED STUDENTS – FALL 2024

FROM: MATTHEW V. KERNS, ASSOCIATE DEAN OF ADMISSIONS

Congratulations on your acceptance to Widener University Commonwealth Law School! Below you will find 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. 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 on our waitlist.

Secure Your Seat

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 https://succeed.widener.edu/register/commonwealth_seat_deposit.

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.

International Students – Upon acceptance, international students with a non-resident alien status should contact Widener University's [International Student Services Office](#) at iss@widener.edu or 610-499-4498 to begin the visa process. Generally, to get the I-20 visa process started, the ISS office needs (1) copy of your passport, (2) proof of finances that covers the [total cost of attendance](#), and (3) copy of your acceptance and scholarship letter.

Connect with Campus

Schedule a Visit – To schedule a tour please [sign up online](#) or contact the Admissions Office at 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.

On Campus and Online Events – Throughout the spring and summer the law school will host events for accepted students to connect with campus and ease your transition to law school. Event details will be posted in the Accepted Student Newsletter, Facebook Group, and the Transition to Law School Canvas course. Bring the coupon in your acceptance packet to the on-campus events and receive a free WLC t-shirt!

Transition to Law School

Transition to Law School Canvas Course – After April 15th, you will be added to the Transition to Law School course in [Canvas](#). The invitation to the class will be sent to your @widener.edu email address. You must activate your myWidener account and email address to join the course. This course will contain information about relocating to Harrisburg, materials to prepare for law school, and details about orientation and your classes.

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. 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.

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, Canvas, etc. All students are required to create an account in the system. If you have not already done so, use the following steps:

1. Log in to [Password Self Service](#) (<https://pss.widener.edu/>). You will need your Widener ID Number located in your acceptance letter.
2. After accessing the Password Self Service webpage click the “Login ID Lookup” button at the bottom of the page. The “Lookup” process should send your verification code to your personal email account.
3. Visit the Password Self Service webpage click the “Claim My Account” button at the middle of the page.

4. Input your verification code and Widener ID Number and click “Next” button. Follow the prompts on the screen to set up your account and password.
5. You should now be able to log into your [myWidener](#) account.
 - User Profile, Email, Financial Aid Award Letter, Class Schedule, Student Planning, Online Student Account, Canvas, and other tasks can be viewed via myWidener as the information becomes available.
 - Financial Aid awards will be posted beginning in mid-April. Your tuition billing information will be available in June. Your tuition bill can be accessed by searching for "My Online Student Account".

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](#).

Orientation and Classes

Orientation and Intro to Legal Process Class – Attending Orientation and Introduction to Legal Process is mandatory for all new students. Successful completion of Introduction to Legal Process is a graduation requirement. Orientation and Intro to Legal Process is scheduled for August 13, 2024 through August 17, 2024. In late July, additional information regarding orientation will be emailed to students and posted on the [Orientation webpage](#). Classes for all students is set to begin on Monday, August 19, 2024.

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.

Affording Law School

Tuition and Fees – For the 2024-2025 academic year tuition is \$1,820.00 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 \$54,600 for the year while a first-year part-time student will be billed \$36,400. 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 at finaidcwlaw@widener.edu or 717-541-3961 regarding any and all other forms required to complete the load process.

Student Support

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.

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 Widener Law Commonwealth students are not required to have a laptop computer, most students do choose to use them in class. When choosing a device, it is important to note that tablets and other mobile devices that are not laptops are incompatible with exam administration software. 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 hbhelpdesk@widener.edu.

Students with Disabilities – Entering students who have a documented disability should immediately contact the [Student Accessibility Services Office](#), at disabilities@widener.edu or 610.499.1266, to request 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.

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

