



# School Services HOW TO ...

## Select an Index Formula

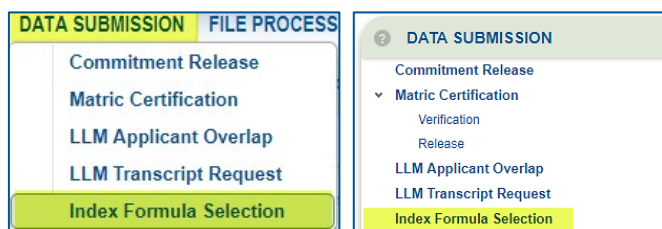
Your index formula is based on a weighted composite of an LSAT score and an Undergraduate Grade Point Average (UGPA) and appears on each Credential Assembly Service (CAS) law school report as well as in ACES<sup>2</sup>. Index values can be used as part of your assessment of applicant qualifications.

You can make your index formula selection in ACES<sup>2</sup> once we have notified you that previous index value data for your school is in ACES<sup>2</sup>. This generally occurs in May. It is important to submit your selection no later than June 14. This index calculation will be applied for the upcoming fall application cycle.

- If you do not update your index formula, your current formula will be used for the upcoming cycle.

## Submit Your Index Formula Selection

1. From Data Submission, choose **Index Formula Selection**.



Alternatively, choose **Index Formula Selection** from the Data Submission section of the site map.

You will see the following:

Index Formula Currently on File—this is what is in use by your school.

2. Select the Index Formula Year to view other admission cycles. The earliest admission cycle you will be able to see in ACES<sup>2</sup> is 2018–2019.

**ACES<sup>2</sup>**  
Law School Admission Council

**Index Formula Selection**

DAILY SEARCH REPORTS RECORD MANAGEMENT DATA SUBMISSION FILE PROCESSING UTILITIES INFO CENTER ARCHIVES

**Index Formula Selection for 2017 - 2018 Law School Reports**

**INDEX FORMULA CURRENTLY ON FILE**  
This is the Index Formula currently in use for your school

Index = <b>0.020</b> (LSAT) + <b>0.201</b> (UGPA) + <b>-0.614</b>	R-value/correlation coefficient = <b>0.423</b>	LSAT Score Type: <b>Average LSAT Scores</b>	Submitted By: <b>AZUSER</b>	Modified By: <b>AZUSER</b>
Maximum Index Value = <b>3.90</b>	% LSAT: = <b>67.65</b>	Calculation Type: <b>Correlation Formula</b>	Submitted Date: <b>5/1/2017 3:45:15 PM</b>	Modified Date: <b>5/1/2017 3:45:15 PM</b>
Minimum Index Value = <b>2.20</b>	% UGPA: = <b>32.35</b>	Index Formula Year: <b>2017 - 2018</b>	Approved By: <b>M. James</b>	

## Correlation Formulas

- These formulas are based on the most recent results of your school's first-year performance/LSAT correlations study (if your school opted for this study) for both the average and highest LSAT scores.

**CORRELATION FORMULAS**  
These are the formulas based on the most recent Correlation Study for your school

**AVERAGE LSAT SCORES**

Index = **0.021** (LSAT) + **0.254** (UGPA) + **-0.985**

R-value/correlation coefficient = **0.447**

Maximum Index Value = **3.90**

% LSAT: = **61.56**

Minimum Index Value = **2.00**

% UGPA: = **38.44**

**HIGHEST LSAT SCORES**

Index = **0.020** (LSAT) + **0.289** (UGPA) + **-0.969**

R-value/correlation coefficient = **0.415**

Maximum Index Value = **3.90**

% LSAT: = **56.24**

Minimum Index Value = **2.00**

% UGPA: = **43.76**

## Index Calculations

- Select one of the index calculation options.

**INDEX CALCULATIONS**  
Select one of the following index calculation options listed below

- Correlation Formula**  
☐
- Correlation Formula with Adjusted Scale**  
☐  
Maximum Index:   
Minimum Index:
- Formula Based on Proportional Weightings**  
☐  
Maximum Index:  Proportion LSAT:  %  
Minimum Index:  Proportion UGPA:  %
- Other Formula**  
☐  x LSAT +  x UGPA + Constant
- Current Index Formula (no change)**  
☐
- No Index Formula**  
☐

- Correlation Formula—gives a statistically optimal formula for predicting first-year averages based on LSAT and UGPA values.
- Correlation Formula with Adjusted Scale—allows you to use the correlation study results but apply a different range of index values. Enter a maximum and minimum index value.
- Formula Based on Proportional Weightings—allows you to specify the proportional contributions of LSAT score and UGPA. Enter a minimum and maximum index value.
- Other Formula—allows you to specify your own precise values for the formula multipliers and constant using up to three decimal digits.
- Current Index Formula—uses the current index formula on file at LSAC that is now being used to calculate index values for your school for the present admission year's CAS reports.
- No Index Formula—choose this option if you do not want index values calculated.

## LSAT Score Type

- Indicate the LSAT score type on which to base your index calculation. Select either **Average** or **Highest LSAT Scores**. This is required when choosing options 1 through 4 above.

**LSAT SCORE TYPE**

Select an LSAT score type for use in your index calculation

☐ AVERAGE LSAT SCORES
 ☐ HIGHEST LSAT SCORES

## Index Formula Selection Preview

This section allows you to enter any LSAT score and UGPA combination and view an example of what the index will be on the CAS report and in ACES<sup>2</sup>. You can test your index calculation based on the index formula calculation you select.

- Enter LSAT scores and UGPAs to view how the index will appear.

**INDEX FORMULA SELECTION PREVIEW**

Enter any LSAT and UGPA combination to preview your Index calculation selection

Index =  +  +  =

R-value/correlation coefficient =

Maximum Index Value = 
% LSAT: =

Minimum Index Value = 
% UGPA: =

Here is an example:

**LSAT SCORE TYPE**  
Select an LSAT score type for use in your index calculation

☒ AVERAGE LSAT SCORES
☐ HIGHEST LSAT SCORES

**INDEX FORMULA SELECTION PREVIEW**  
Enter any LSAT and UGPA combination to preview your Index calculation selection

Index = 0.020 155 + 0.201 3.00 + -0.614 3.09 = R-value/correlation coefficient = 0.445  
Maximum Index Value = 3.90 % LSAT: = 65.93  
Minimum Index Value = 2.20 % UGPA: = 34.07

## Approved By

Enter the name of the person approving the selection prior to submitting your index formula, then select **Submit**.

**Approved By**  
Enter the **name and title** of the person who approved the selected index formula calculation

## Index Formula Final Submission

After you select **Submit**, a confirmation window displays the index formula selection you chose and the name of the person who approved the calculation. Use the print function to print your selection.

Are you sure you want to submit your selection?

**INDEX FORMULA FINAL SUBMISSION**  
Calculation based on: **Current Index Formula (no change)** and **Average LSAT Scores**

Index = 0.020 (LSAT) + 0.201 (UGPA) + -0.614 R-value/correlation coefficient = 0.445  
Maximum Index Value = 3.90 % LSAT: = 65.93  
Minimum Index Value = 2.20 % UGPA: = 34.07

Approved By: Ramsey Lewis

Select **Yes** to finalize your submission or **No** to cancel. Once you select **Yes**, you will not be able to edit or change your selection in ACES<sup>2</sup>. If you need to change your selection, please contact your regional support manager.

### User Role

You must be given access to DataSubmission.IndexFormulaSelection located under the DataSubmission user role. This allows you to view and submit the index formula selection. The default is no access.

- ☒ **DataSubmission**
- ☒ DataSubmission.IndexFormulaSelection