



To: Scope Subcommittee
From: Tom Greene and Becky Sandefur
Date: March 26, 2021
Re: II.B. Subcommittee Recommendation for the Sandbox Application Process and Criteria

Draft Sandbox Application Process and Criteria Recommendation Document

Subcommittee members should consider the following topics and provide your recommendations and feedback on the necessary elements for each topic:

- application overview (including a description of the purpose and a summary of application considerations)
 - *Approach 1:*
 - *Adopt the Utah model with additions, specifically:*
 - *Information on use of private information for commercial purposes unrelated to the service being provided*
 - *Prior experience in other jurisdictions and the relevance of that experience to the California market*
- applicant information
- general eligibility information
- information regarding proposed services
 - *Approach 1:*
 - *See Public Protection Objectives and Application Overview, supra.*
- identification of access benefits
- identification of risks and proposed risk management; and, required attestations
 - *Approach 1:*
 - *See application overview, supra.*
- Issues list for the application and eligibility process

Attached is a document identifying sandbox application concepts/issues, a copy of the Utah Office of Innovation's sandbox application, and, a collection of other State Bar of California Special Admissions program application forms.

Meeting goals:

- Articulate a sandbox mission statement or other guiding principle
- Achieve consensus on an approach to the scope: prescriptive limits on proposals or an open approach
- Achieve consensus on any key policy or public protection limitations
- Identify required elements for the sandbox application process and criteria
- Plan any follow-on study necessary to support (or flesh out) recommendations

SANDBOX APPLICATION CONCEPTS/ISSUES

(Draft No. 02)

1. Overview (purpose of the sandbox & summary of key considerations for applicants)

- Mission Statement
- Oversight by the CA Supreme Court (and jurisdictional limits)
- Prioritization of Proposals to Help Underserved Consumers
- Alignment of Requirements to Risks
- Burden of Persuasion on Applicant
- Post-Entry Responsibilities
- Expectations re Termination of Sandbox

2. Instructions for completing

- Application Process
- Attachments/Exhibits
- Application Fee(s)
- Waiver Requests
- Public Records

3. Applicant Information

- Owner(s) (natural persons and organizations)
- General Contact Information
- Relevant Education/ Experience
- Authorized Representative(s), If Any (e.g., attorney for applicant)
- Members of Governing Body and Management
- Articles of Incorporation-Bylaws (SOS Certified)
- Identification of Responsible Attorney (e.g., CLO/HOLP/L-P Director)
- Identification of Person Responsible for Finance and Administration (e.g., HOFA/COFA)
- Proof of Insurance (or other security for claims requirement)
- Any Participation/Involvement in Another Jurisdiction's Sandbox/Pilot Program for Legal Services

4. General Eligibility Information

- Good Standing (if attorney or other licensed professional)
- Moral Character (criminal conviction, discipline history, civil fraud)
- Background Check- Fingerprinting
- Bankruptcy/DIP Status
- Conflicts of Interests (e.g., relationships with Sandbox Governing Body or staff, if any)

5. Information on Proposed Services

- Detailed Description of the Proposed Legal Services Delivery System
- Areas of Law
- Categories of Legal Tasks
- Segments of Consumers to be Served

- Fees to be Charged for Legal Services
- Nonlawyer Ownership, Fee Sharing or other Funding/Capital
- Nonlawyer Provision of Legal Services
- Technology-Driven Aspects of the Delivery System, If Any
- Business Model, Corporate Organization, Management Structure
- Strategic Plan (e.g., scalability and growth objectives)

6. Identification of Access Benefits

- Impact on the “People-Law” Legal Services Market
- Impact on Pro Bono (e.g., free consultations or services)
- Impact on Modest Means (unbundling/limited scope services, fixed fee, sliding scale, subscription/membership services, payment schedules)
- Remote/Virtual/Online Accessibility (including, service to rural and geographically underserved populations)
- ADA Accessibility and Multi-lingual/Multi-cultural Aspects of the Delivery System
- Enhanced Quality of Legal Services

7. Identification of Risks and Proposed Risk Management

- Detailed Description of Known Risks to Consumers
- Steps to be Taken to Eliminate or Minimize Known Risks
- Consumer Complaints Process
- Legal Ethics Rules/Practice of Law Regulations to be Relaxed/Suspended
- Steps to be Taken to Retain the Intended Protections of Relaxed/Suspended Rules or Laws
- Internal Auditing of the Competency and Value of Legal Services
- Client Communications and Data – Privacy, Confidentiality, Evidentiary Privilege
- Reports to Sandbox Staff/Governing Body

8. Attestations

- Oath/Declaration Under Penalty of Perjury
- Confirmation of Eligibility
- Duty to Promptly Advise of Changes to Information Submitted
- Read, Understood and Agree to be Bound by the Program Rules (e.g., reporting obligations)
- Compliance with All Laws (e.g., State Bar Act and CA Rules of Professional Conduct)

State Bar of California Special Admissions Programs

Webpage Links and Applications

Out-of-State-Attorney-Arbitration-Counsel (OSAAC) ([website](#)) ([application](#))

Practical Training of Law Students (PTLS) ([website](#)) ([application](#))

Certified Law Students (both the student application and the supervising attorney application)

Provisionally Licensed Lawyers ([website](#)) ([application](#))

Registered Foreign Legal Consultant Program ([website](#)) ([application](#))

Multijurisdictional Practice Programs (MJP) ([website](#))

Registered In-House Counsel ([application](#))

Registered Legal Aid Services Attorney ([application](#))

Registered Military Spouse Attorney ([application](#))

Other Special Admissions Programs

Webpage Links and Applications

Office of Legal Services Innovation, An Office of the Utah Supreme Court ([website](#)) ([application](#))



Certificate of Out-of-State Attorney Arbitration Counsel (OSAAC)
California CCP § 1282.4 and California Rules of Court Rule 9.43

This form must be uploaded to your application case record in order for your filing to be approved.

Instructions (1) **One** Certificate must be completed and signed by **each** out-of-state attorney (applicant). This Certificate must be served on all parties and counsel in the arbitration, whose addresses are known to the applicant, the arbitral forum and the State Bar of California a nonrefundable processing fee of \$50 must be paid online during the application filing. (2) If the Arbitral forum or arbitrator(s) approve(s) the appearance of the applicant, the applicant must serve a copy of this Certificate bearing such written approval on all other parties and counsel in the arbitration whose addresses are known to the applicant and upload the arbitrator signed Certificate to your application case record through the Applicant Portal. Service must comply with California Code of Civil Procedure Section 1013a. Your filing will not be approved without the uploaded arbitrator signed copy of this form, to your online application case record.

1. Arbitral Forum (or name of arbitrator(s)): _____
2. Address of Arbitral Forum (or arbitrator(s)): _____
City: _____ State: _____ Zip: _____ + _____
3. a) Arbitrator Case Number: _____
b) Arbitration Name (or names of parties): _____
4. Street Address of Arbitration Hearing Site in California: _____
City: _____ State: _____ Zip: _____ + _____
5. Name of Out-of-State Attorney (applicant): _____
6. Applicant's Firm Name: _____
7. Applicant's Office Address: _____
City: _____ State: _____ Zip: _____ + _____
Phone: _____ Fax Number: _____ Email: _____
8. Applicant's Residence Address: _____
City: _____ State: _____ Zip: _____ + _____
9. Bar # of Active State Bar of California Attorney of Record Associating with Applicant: _____
10. Name of California Attorney of Record: _____

11. Address of California Attorney of Record:
City: _____ State: _____ Zip: _____ + _____
Phone: _____

12. All courts before which applicant has been admitted to practice and is in good standing. (Attach additional sheets if necessary)

Date Admitted	State/Court	Status (e.g., Active)
_____	_____	_____
_____	_____	_____

13. All applications by applicant to appear in California courts as counsel pro hac vice or out-of-state arbitration counsel in the last two years from the date of this application. (Attach additional sheets if necessary)

Date	Case Name (or Names of Parties)	Court or Forum	Result (Denied/Granted)
_____	_____	_____	_____
_____	_____	_____	_____

14. If applicant has made repeated appearances, list any special circumstances warranting Applicant's appearance in this arbitration. _____

15. Applicant represents that applicant: (i) is not currently on suspension or disbarred from the practice of law before any court; (ii) is not a resident of the State of California (iii) is not regularly employed in the State of California; and (iv) is not regularly engaged in substantial business, professional or other activities in the State of California.

16. Applicant agrees to be subject to the jurisdiction of the courts of the State of California with respect to the law of the State of California governing the conduct of attorneys to the same extent as a licensee of the State Bar of California.

Applicant declares under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this certificate is executed on:

Date: _____ Applicant's Signature: _____

(AN UPLOADED CERTIFICATE BEARING ALL SIGNATURES IS REQUIRED FOR APPROVAL)

APPROVAL/DISAPPROVAL OF ARBITRAL FORUM/ARBITRATOR

(Certificate bearing all signatures must be returned to the applicant)

(Applicant: Certificate bearing signature of Arbitral Forum/Arbitrator must be provided to the State Bar by uploading a copy to your online application case record.)

Subject to the provisions of California Code of Civil Procedure (CCP) Section 1282.4 and applicable law, applicant's appearance in the arbitration matter referenced in Section 1 above is **(check one)**.

☐ Approved ☐ Disapproved

Approved By: _____
(signature)

Name: _____
(print or type)

Title: _____

Date: _____

* Note that CCP Section 1282.4 states that, in the absence of special circumstances, repeated appearances shall be grounds for disapproval of the appearance and disqualification from serving as an attorney in the arbitration for which the Certificate was filed. Also, failure within a reasonable period of time to serve this Certificate on all other parties and counsel in the arbitration whose addresses are known to the applicant and file the Certificate with the State Bar of California shall be grounds for disapproval of the appearance and disqualification from serving as an attorney in the arbitration for which the Certificate was filed. An applicant is not an Out-of-State Arbitration Counsel until approved, and the application is not complete until such approval is sent to the State Bar.

Introduction to the Out-of-State Attorney Arbitration Counsel Program (OSAAC)

An attorney who wants to provide legal help as arbitration counsel in California, but does not have a State Bar of California license can still serve as long as he or she applies to the Out-of-State Attorney Arbitration Counsel (OSAAC) program. Lawyers must be in good standing and eligible to practice before another United States bar. If an attorney lives in California, he or she is not eligible for the program.

In addition to a [form](#) to apply to the OSAAC program, an attorney must:







- Provide the name and address of the California attorney of record
- Include information dating back two previous years detailing which courts the out-of-state attorney has applied to appear as pro hac vice and OSAAC
- File a certificate with the arbitrating panel and serve a [copy](#) on the State Bar of California Once an attorney gathers this information

To submit an application to participate in the OSAAC program, click the application link, below:

- [Out-of-State Attorney Arbitration Counsel Application](#)



My PHV & OSAAC Applications

Case Number  	Case Record T... 	Court Case Nu... 	Status 	Submitted Date 	
---	--	--	--	--	--

Upload document(s) to a previously submitted application

If you had previously submitted an Out-of-State Attorney Arbitration Counsel application, or Pro Hac Vice application, and now need to provide additional required documents to the State Bar, click the "Next" button and follow the steps to upload your document(s).

Note that you will need to have the **Case Number** associated to your previously submitted application, on hand.

Next

Out-of-State Attorney Arbitration Counsel Application

Who is Applying?

* Are you the attorney who intends to apply, or are you the attorney's assistant, paralegal, or otherwise applying on behalf of the attorney? If applying on behalf of the attorney, you must submit the application within your own AIMS/Admissions Portal account. Please leave this page and return to the log in page to create your account.

-- Select --

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Out-of-State Attorney Arbitration Counsel Application

Out-of-State Attorney Arbitration Counsel

An attorney who wants to provide legal help as arbitration counsel in California, but does not have a State Bar of California license can still serve as long as he or she applies to the Out-of-State Attorney Arbitration Counsel (OSAAC) program.

Lawyers must be in good standing and eligible to practice before another United States bar. If an attorney lives in California, he or she is not eligible for the program.

To apply to the OSAAC program, an attorney must:

- Provide the name and address of the California attorney of record
- Include information dating back two previous years detailing which courts the out-of-state attorney has applied to appear as pro hac vice and OSAAC
- File a certificate with the arbitrating panel and serve a copy on the State Bar of California Once an attorney gathers this information, they must submit an application and upload any required documents.

The State Bar keeps records for OSAAC applications, but does not approve or disapprove the OSAAC certificates. Approval of the certificate is determined by the arbitrator or arbitration panel to which the application is being made.

For questions contact the State Bar Office of Admissions at (415) 538-2300 or email OSAAC@calbar.ca.gov.

Related links

- [FAQs](#) about the Out-of-State Attorney Arbitration Counsel program
- Read the State Bar [rules](#) about the program

Next

Out-of-State Attorney Arbitration Counsel Application

Out-of-State U.S. Attorney Information

As the out-of-state U.S. attorney, the information requested below applies specifically to you, the attorney applying for Out-of-State Attorney Arbitration Counsel.

* First Name

Complete this field.

* Last Name

Complete this field.

* Work Email

attorneyname@lawfirm.com

Complete this field.

* Private Email

attorneyname@mail.com

Complete this field.

* Preferred Email ⓘ

Work ▼

* Work Phone

10 digit number

Complete this field.

* Private Phone

10 digit number

Complete this field.

* Preferred Phone ⓘ

* Private Phone

10 digit number

Complete this field.

* Preferred Phone ⓘ

Work ▼

Residential/Mailing Address

Please provide your residential address or physical mailing address.

* Mailing Street

Complete this field.

* Mailing City

Complete this field.

* Mailing State/Province

Complete this field.

* Mailing ZIP/Postal Code

Complete this field.

* Mailing Country

Complete this field.

Employer's Information

The details requested below pertain to the your current employer.

* Name of Employer

Complete this field.

* Mailing City

Complete this field.

* Mailing State/Province

Complete this field.

* Mailing ZIP/Postal Code

Complete this field.

* Mailing Country

Complete this field.

Employer's Information

The details requested below pertain to the your current employer.

* Name of Employer

* Business Address (Line 1) ⓘ

* Business City, State & Zip ⓘ

Pause

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Out-of-State Attorney Arbitration Counsel Application

California Counsel(s) of Record

Please enter the full name and Bar Number of the attorney serving as the California Counsel of Record (i.e. "Supervising Attorney") for Out-of-State Attorney Arbitration Counsel.

If there are multiple California Counsels of Record serving this case, you will be able to provide the details of additional counsels on the following screens.

* Full Name of Supervising Attorney

* Bar Number of Supervising Attorney

Pause

Next

Out-of-State Attorney Arbitration Counsel Application

California Counsel of Record Added

You have successfully recorded the details for your California Counsel of Record, sdfjsd lkjfsldkjf fffff.

Do you have another California Counsel of Record serving your case? ☐ No

Pause

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Out-of-State Attorney Arbitration Counsel Application

Court(s) of Admission

You are required to provide details regarding each of the courts before which the applicant has been admitted to practice and is in good standing.

If you have multiple Courts of Admission to provide, you will be able to provide the court's information on the following screens.

* Name of Court/State

* Date of Admission (MM/YYYY)

* Status

Active

Pause

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Out-of-State Attorney Arbitration Counsel Application

Court of Admission Added

You have successfully recorded the details for your Court of Admission, **ca**.

Do you have another Court of Admission to add?



Pause

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Out-of-State Attorney Arbitration Counsel Application

Arbitral Forum Information

You are required to provide details regarding the arbitrator or arbitral forum.

If you have multiple arbitrators to provide, you will be able to provide the details of the additional arbitrators on the following screens.

Name of Arbitrator/Arbitral Forum.

Street

City

* State/Province

(no selection)



ZIP/Postal Code

Pause

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Out-of-State Attorney Arbitration Counsel Application

Arbitrator Added

You have successfully recorded the details for your Court of Admission, **test test test**.

Do you have another Arbitrator to add? ☐

No

Pause

Previous

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Out-of-State Attorney Arbitration Counsel Application

Trial Information

Please provide the relevant information regarding your trial through court.

* Court Case Name

* Court Case Number (#)

Pause

Previous

Next

Out-of-State Attorney Arbitration Counsel Application

Out-of-State Attorney Arbitration Counsel Information

Please provide the following information. All fields are required. Please enter "N/A" if a question does not apply to you.

* Arbitration Hearing Site Address in California (Street, City, State, and Postal Code)

If you've participated in a California OSAAC or PHV matter in the past, you must provide information regarding all applications by the applicant to appear in California courts as counsel for Pro Hac Vice or Out-of-State Attorney Arbitration Counsel, within the last 2 years from the date of this application.

* Please list Date, Case Name (or Name of Parties), Court or Forum, and Result (Granted/Denied) for each application:

* If applicant has made repeated appearances, list any special circumstances warranting applicant's appearance in this arbitration.

To participate in the Out-of-State Attorney Arbitration Counsel program, you must confirm that you meet the following requirements:

- (i) I am not currently on suspension or disbarred from the practice of law before any court;
- (ii) I am not a resident of the State of California;
- (iii) I am not regularly employed in the State of California; and
- (iv) I am not regularly engaged in substantial business, professional or other activities in the State of California.

* Do you meet the requirements listed above?

-- Select --

Pause

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Out-of-State Attorney Arbitration Counsel Application

OSAAC Documentation Requirements

Please complete the editable [form](#), print it as a PDF file, and upload it below. Your application cannot be approved without it.

Make sure to print a copy for your arbitrator and request their approval. Once approved and signed by your arbitrator, make sure to serve the signed copy back to the State Bar by uploading the document via the OSAAC Application page on the Applicant Community site.

Upload Original Pro Hac Vice Document



Upload Files

Or drop files

Pause

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Out-of-State Attorney Arbitration Counsel Application

OUT-OF-STATE ATTORNEY ARBITRATION COUNSEL DECLARATION

The person named as the registrant in the foregoing Out-of-State Attorney Arbitration Counsel application declares:

I have carefully read the questions in the foregoing application and have answered them truthfully, fully and completely, without mental reservation of any kind.

I hereby authorize educational or other institutions or agencies to release to the Committee of Bar Examiners and the Office of Admissions of the State Bar of California any information, files or records requested in the connection with the processing of this Out-of-State Attorney Arbitration Counsel application.

I understand that if my application is not brought to a complete status within 60 days of submission, my application will be deemed abandoned.

I understand that the attorney participating as an Out-of-State Arbitration Counsel must electronically provide a copy of the required documents including all required signatures to the State Bar California, Office of Admissions in order to participate in the program.

I acknowledge that failure to timely file and serve a certificate or repeated appearances in multiple separate arbitration matters are grounds for disqualification from serving in the arbitration in which the certificate was filed.

I further understand that I must comply with all the requirements of Code of Civil Procedure § 1282.4, California Rule of Court, 9.43 and the Rules of the State Bar of California, Title 3, Division 3, Chapter 2.

☒ I hereby acknowledge and accept the declaration, above.

Pause

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Out-of-State Attorney Arbitration Counsel Application

APPLICATION FEES & PAYMENT POLICIES

Credit and debit card payments: For credit or debit card payments, a processing fee of 2.5% will be added to all charges. If your credit or debit card transaction is denied, you will not be able to submit your application until you provide another Mastercard, Visa, American Express, or Discover card.

eCheck (ACH) payments: You may also make a payment via eCheck, at no additional cost. You will need your Bank Routing Number and Account Number. If you are opting to pay by eCheck, please be sure to confirm that all payment and account information is correct. **It takes 7 days for an eCheck transaction to process. If within that 7 days the payment is returned due to insufficient funds, or otherwise declined, your application will not be considered complete until a replacement payment with any imposed service charges is received.** A \$20.00 service charge will be assessed for any declined payments or insufficient funds.

Please note that not all banks allow payments from a savings account, and if you attempt to do so, the transaction may be declined.

After providing payment, proceed to the lower right corner of the screen and click the "Next" button to submit the application. Staff will not have access to review your application unless you complete the submission step.

Total for eCheck (ACH)

\$50.00

Total for Debit/Credit Card

\$51.25

☐ Acknowledge and accept application fees

Pause

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Out-of-State Attorney Arbitration Counsel Application

NOTE: Credit card payment will be assessed at 2.5%

Payment Amount

\$ 50

Payment Method

Credit Card

CREDIT CARD INFORMATION



* Credit Card Number

* Credit Card Security Code

Expiration Month

Month

Expiration Year

Year

* First Name

First Name

* Last Name

Last Name

Complete this field.

BILLING INFORMATION

* Address

845 S. Figueroa Street

* City

Los Angeles

State

CA

* Zip Code

90017

Country

United States

CREDIT CARD INFORMATION



* Credit Card Number

* Credit Card Security Code

Expiration Month

Month

Expiration Year

Year

* First Name

First Name

Complete this field.

* Last Name

Last Name

Complete this field.

BILLING INFORMATION

* Address

845 S. Figueroa Street

* City

Los Angeles

State

CA

* Zip Code

90017

Country

United States

CONTACT INFORMATION

Email

funny@yahoo.com

Next

Out-of-State Attorney Arbitration Counsel Application

CyberSourceCC is in test mode. Payment will be sent to the specified CyberSourceCC test server. To go live, please go to Payment Processors tab and check the Live flag.

NOTE: Credit card surcharge has been applied at 2.5%

Payment Amount \$51.25
Payment Method Credit Card

CREDIT CARD INFORMATION



Credit Card Number XXXX-XXXX-XXXX-1111 XXX
Expiration 12 / 2030
Name TEST TEST

BILLING INFORMATION

Address 845 S. Figueroa Street
Los Angeles CA
90017 US

CONTACT INFORMATION

Email funny@yahoo.com

[Make Changes](#)

[Submit](#)

Practical Training of Law Students Application

Case # 00574148

Instructions

Personal Information

Supervising Attorney Information

PTLS Declaration

File Upload

Verification

INSTRUCTIONS

Please reference: <http://www.calbar.ca.gov/Admissions/Special-Admissions/Practical-Training-of-Law-Students> for more information.



Log in | News | Forms | Contact



Practical Training of Law Students



The State Bar of California's Practical Training of Law Students (PTLS) program certifies law students to provide legal services under the supervision of an attorney.

Students interested in the PTLS program should read the [Rules Governing the Practical Training of Law Students](#) and all instructions for certification (below). For additional assistance, send an email to PTLS@calbar.ca.gov.

An applicant intending to file a PTLS application must first be registered as a law

Practical Training of Law Students Application

Case # 00574148

Instructions

Personal Information

Supervising Attorney Information

PTLS Declaration

File Upload

Verification

PERSONAL & CONTACT INFORMATION

Please fill out all related personal and contact information, and/or ensure that any pre-existing information is accurate and up-to-date.

Email Addresses

Private Email

Work Email ⁱ

Preferred Email ⁱ

--None--

Save

Phone Numbers

Private Phone

Work Phone ⁱ

Preferred Phone ⁱ

--None--

Foreign Phone

Save

Private Phone	<input type="text"/>
Work Phone [?]	<input type="text"/>
Preferred Phone [?]	<input type="text" value="--None--"/>
Foreign Phone	<input type="text"/>
<input type="button" value="Save"/>	

Mailing Address


Mailing Country	<input type="text"/>
Mailing Street	<input type="text"/>
Mailing City	<input type="text"/>
Mailing State/Province	<input type="text"/>
Mailing Zip/Postal Code	<input type="text"/>
<input type="button" value="Save"/>	

Practical Training of Law Students Application

Case # 00574148

 Instructions

 Personal Information

 **Supervising Attorney Information**

 PTLS Declaration

 File Upload

 Verification

SUPERVISING ATTORNEY INFORMATION

Please provide the information below. All fields are required.
For the "No. Of Additional Supervising Attorney" box; Do not include the Supervising Attorney from the first box.

Name of Supervising Attorney	<input type="text"/>
Bar Number of Supervising Attorney	<input type="text"/>
Email of Supervising Attorney	<input type="text"/>
No. of Additional Supervising Attorney [?]	<input type="text" value="0"/>
Additional Supervising Attorney details [?]	<input type="text"/>
<input type="button" value="Save"/>	



SAN FRANCISCO

Practical Training of Law Students Application

Case # 00574148

Instructions

Personal Information

Supervising Attorney Information

PTLS Declaration

File Upload

Verification

PRACTICAL TRAINING OF LAW STUDENTS DECLARATION

Please provide the following information. All fields are required. If a question does not apply to you, please enter "N/A".

I understand the limitations placed upon activities in which I may engage.

-- select one --

I will immediately notify the State Bar of California's Office of Admissions in the event I no longer meet requirements for designation as a Certified Student as stated in California Rules of Court Rule 9.42 and Rules of the State Bar of California, Title 3, Division 1, Chapter 1.

-- select one --

I have read and am familiar with the Rules of Professional Conduct of the State Bar of California and I will abide by them in the activities permitted by the California Rules of Court, Rule 9.42 Certified Law Students and Rules of the State Bar of California, Title 3, Division 1, Chapter 1.

-- select one --

By marking this "Yes", you are authorizing a digital signature that, under perjury of law, all information provided is up to date and accurate.

-- select one --

Which of the following pertains to your current status? Mark "Yes" or "No" to each.

I attend a law school approved by the American Bar Association or accredited by the State Bar of California.

-- select one --

I am a student at an unaccredited law school and have passed the First-Year Law Students' Examination.

-- select one --

I am a student at an unaccredited law school, but successfully completed one year of law study at an accredited law school. I have attached a letter from the Dean of the accredited law school that I have attended.

-- select one --

NOTE: The letter from the Dean must state that you successfully completed one full year of studies (a minimum of 270 hours), which included courses in Evidence and Civil Procedure at the accredited school. DO NOT SEND TRANSCRIPTS.

Please provide the date you took and passed the First-Year Law Students' Examination (MM/YYYY), otherwise enter "N/A"

I have read the California Rules of Court Rule 9.42. Certified Law Students and meet the requirements of Rule 9.42 (c) (1), (2) and (3).

-- select one --

I have read and am familiar with the requirements associated with designation as a Certified Student specified in the Rules of the State Bar of California Title 3 Division 1 Chapter 1

-- select one --

Practical Training of Law Students Application

Case # 00574148

Instructions

Personal Information

Supervising Attorney Information

PTLS Declaration

File Upload

Verification

VERIFICATION

Please review the verification items below, and please provide the required information, if/where applicable.



Form Complete

You have successfully provided all the required information for this form. Additional documentation may be required if requested within the instructions.

Submit

Protecting the public & enhancing the administration of justice

SAN FRANCISCO
(Main Office)
180 Howard St.
San Francisco, CA 94105
415-538-2000

PTLS_Declar....PDF

2015_PTLS-

Show all

X

Instructions

Please review the verification items below, and please provide the required information, if/where applicable.

Practical Training of Law Students Application

Declaration

Fee page

Payment

Confirmation

DECLARATION

The person named as the registrant in the foregoing Practical Training of Law Students Program application, declares:

I have carefully read the questions in the foregoing application and have answered them truthfully, fully and completely, without mental reservation of any kind.

I hereby authorize educational or other institutions or agencies to release to the Committee of Bar Examiners and the Office of Admissions of the State Bar of California any information, files or records requested in the connection with the processing of this Practical Training of Law Students (Certified Law Student) application.

I understand that the applicant participating as a Certified Law Student must electronically provide a copy of the required documents including all required signatures to the State Bar California, Office of Admissions in order to participate in the program.

I further understand the limitations placed upon activities in which I may engage and I will immediately notify the State Bar of California's Office of Admissions in the event I no longer meet the requirements for designation as a Certified Law Student.

I understand that if my application is not brought to a complete status within 60 days of submission, my application will be deemed abandoned.

I have read and am familiar with the Rules of Professional Conduct of the State Bar of California and I will abide by them in the activities permitted by the California Rules of Court, Rule 9.42 Certified Law Students and the Rules of the State Bar of California, Title 3, Division 1, Chapter 1.

The regular application fee of \$55.00 accommodates for the use of one supervising attorney. I agree and acknowledge that I will be charged a fee of \$25 for each additional supervising attorney included on this application.

PTLS_Declar....PDF

2015_PTLS-

Show all

X

Instructions

Please review the verification items below, and please provide the required information, if/where applicable.

Personal Information

Practical Training of Law Students Application

✓

Fee page

Payment

Confirmation

Practical Training of Law Students Application Fees

Payment Policies

Credit and debit card payments: For credit or debit card payments, a processing fee of 2.5 percent will be added to all charges. If your credit or debit card transaction is denied, you will not be able to submit your application until you provide another Mastercard, Visa, American Express, or Discover card.

ACH (e-check) payments: You may also make a payment by ACH at no cost. You will need your Bank Routing Number and your Account Number. If you are opting to pay by e-check, please be sure to confirm that all payment and account information is correct. It takes 7 days for payment to be processed by our bank processor. If within that 7 days the payment is declined, returned for insufficient funds, or for any other reason, your application will not be considered complete until a replacement payment with any imposed late fees and service charges is received. A \$20 service charge will be assessed for any declined payments or insufficient funds. Until the application is brought to a completed status, any applicable late fee charges in effect will be applied. **Please note that you are advised that not all banks allow payments from a savings account and the transaction may be declined.**

After submitting payment, please proceed to the final confirmation screen to submit the application.

Name	Amount
Application Fee for US Law Student/Graduate	\$55.00
Total for eCheck Payment (ACH)	\$55.00
Total for Credit Card Payment	\$56.37

Accept Fees

Instructions

Please review the verification items below, and please provide the required information, if/where applicable.

Personal Information

Practical Training of Law Students Application

✓

✓

Payment

Confirmation

Payment Amount \$ 55.00

Payment Method Credit Card

Billing Information

First Name

Last Name

Address

City

State

Zip Code

Country United States

Email

VISA

MasterCard

AMERICAN EXPRESS

DISCOVER

Payment must be completed to view confirmation.



The State Bar of California
Office of Admissions
180 Howard Street · San Francisco, CA 94105
(415) 538-2117 - PTLS@calbar.ca.gov

Practical Training of Law Students Program Declaration by Supervising Attorney

(APPLICATIONS MUST BE TYPEWRITTEN OR LEGIBLY PRINTED IN INK.)

1. SUPERVISING ATTORNEY INFORMATION

Attorney Name: _____ State Bar Number: _____
Employer Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ Fax: _____ Email: _____
Expected Period of Supervision: _____ Through: _____

2. STUDENT INFORMATION

- ☐ This student has been previously certified. Submit only this form.
☐ This student has never been certified. Submit this form along with a student application packet.

Student Name/Home Address: _____

Student Email Address: _____

3. DECLARATION

I declare under penalty of perjury under the laws of the State of California that the following is true and correct:

- ☐ I am an active member of the State Bar of California and have practiced law or taught law in a law school as a full-time occupation for at least two years.
- ☐ I will supervise no more than 5 Certified Students concurrently unless I am employed full-time to supervise law students as part of an organized law school or government agency training program in which case I will supervise no more than 25 Certified Students.
- ☐ I will assume personal professional responsibility for any work performed by the Certified Student while under my supervision.
- ☐ I will assist and counsel the Certified Student in the activities authorized by the rules and review such activities with the Certified Student to the extent required for the proper practical training of the Certified Student and the protection of the client.
- ☐ I will read, approve and personally sign any pleadings, briefs or other similar documents prepared by the Certified Student prior to filing thereof, and read and approve any documents which shall be prepared by the Certified Student for execution by any person who is not a member of the State Bar of California prior to submission thereof for execution. I understand that exclusively in the case of government agencies, a Designated Attorney may, in my place, perform the obligation set forth above, but I shall still provide general supervision.
- ☐ I will provide the level of supervision to the Certified Student required by the Rules of the State Bar of California, Title 3, Division 1, Chapter 1, Rule 3.4.
- ☐ I will promptly notify the State Bar in writing if my supervision of the Certified Student ends prior to the date indicated on the Notice of Certification.
- ☐ I have read and am familiar with the Rules of Professional Conduct of the State Bar of California and I will abide by them in the activities permitted by California Rules of Court, Rule 9.42 Certified Law Students.

Executed On: _____

Signature: _____

Print Name: _____



Practical Training of Law Students Program
Declaration by Dean of Law School
(APPLICATIONS MUST BE TYPEWRITTEN OR LEGIBLY PRINTED IN INK.)

1. STUDENT INFORMATION

Student Name: _____

Graduation Date: _____ Admissions File Number: _____

Required Courses: Pursuant to Rule 3.2

Student has successfully completed or is currently attending the following courses:

Civil Procedure: _____ Date Started: _____ Completion Date: _____

Evidence: _____ Date Started: _____ Completion Date: _____

2. SCHOOL INFORMATION

School Name: _____

Address: _____

City: _____ State: _____ Zip: _____

School Phone Number: _____ Fax Number: _____

Email: _____

3. DECLARATION

I declare under penalty of perjury under the law of the State of California that the following is true and correct:

- ☐ This student has successfully completed one year of studies.
- ☐ This student has been accepted into, and is enrolled in, the second, third, or fourth year of law school in good academic standing or has graduated from law school, subject to the time period limitations specified in the rules adopted by the Board of Trustees of the State Bar.
- ☐ This student has either completed or is currently enrolled and attending courses in evidence and civil procedure.
- ☐ I will immediately notify the State Bar of California, Office of Admissions, Practical Training of Law Students Program in the event that the Certified Student no longer meets the requirements of California Rules of Court Rule 9.42. Certified Law Students and the Rules of the State Bar of California, Title 3, Division 1, Chapter 1 (Rules Governing the Practical Training of Law Students).

Signature: _____ Title: _____

Print Name: _____ Executed on: _____

PTLSDeanDeclaration.0919

Provisional Licensure Program

Case # 00573968

Application Instructions

Personal Information

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Employer Information

Additional Legal Employment

Required Documentation Upload

Verification

APPLICATION INSTRUCTIONS

Please read these instructions, carefully.

You must ensure that you meet the eligibility criteria for this program.

Applicant must:

- Be a "2020 Law School Graduate", which is defined as a person who became eligible to sit for the California Bar Examination under Business and Professions Code sections 6060 and 6061 between December 1, 2019 and December 31, 2020, either by graduating from a qualifying law school with a juris doctor (J.D.) or master of laws (LLM) degree during that time period, or by otherwise meeting the legal education requirements of Business and Professions Code sections 6060 and 6061 during that time period.
- Meet all of the requirements for admission to the State Bar with the following exceptions:
 - You are not required to have taken or passed the California Bar Examination;
 - You do not need a positive moral character determination to apply, so long as you have submitted a complete Application for Determination of Moral Character to the State Bar prior to submission of an Application for Provisional Licensure, and that application has not resulted in issuance of an adverse moral character determination by the State Bar;
 - You are not required to have taken or passed the Multistate Professional Responsibility Exam prior to submission of an Application for Provisional Licensure if you attest that you will complete the legal ethics components of the New Attorney Training, described under (e)(1) of this rule, within the first 30 days of licensure as a Provisionally Licensed Attorney. If the legal ethics components of the New Attorney Training is not made available to you at the time of licensure, the 30 days shall run from the first day the training components are made available. The exemption set forth in CA Rule of Court 9.49 (e) (1) of this rule does not apply to Provisionally Licensed Lawyers who must take the legal ethics components in lieu of passage of the MPRE.

For applicants applying under CA Rule of Court 9.49.1, Provisional Licensure with Pathway to Full Licensure -Expansion of the Provisional Licensure Program

You must ensure that you meet the eligibility criteria for this program. Only applicants who meet the qualification will be granted access to the PLP application.

- The Provisional Licensure Program established pursuant to CA Rule of Court 9.49 shall, no later than March 1, 2021, be expanded to include individuals who scored 1390 or higher on a California Bar Examination administered between July 2015 and February 2020, as determined by the first read score or final score, regardless of year of law school graduation or year satisfying the educational requirements to sit for the bar examination. The Provisional Licensure Program under this rule shall terminate on June 1, 2022, unless the California Supreme Court extends

- The Provisional Licensure Program established pursuant to CA Rule of Court 9.49 shall, no later than March 1, 2021, be expanded to include individuals who scored 1390 or higher on a California Bar Examination administered between July 2015 and February 2020, as determined by the first read score or final score, regardless of year of law school graduation or year satisfying the educational requirements to sit for the bar examination. The Provisional Licensure Program under this rule shall terminate on June 1, 2022, unless the California Supreme Court extends that date.
- All of the application requirements of CA Rule of Court 9.49(c) apply to applicants for provisional licensure under this rule. An application for provisional licensure under this rule must be submitted to the State Bar no later than May 31, 2021. Applications shall not be accepted after that date.
- With the exception of (d)(1)(A), all eligibility requirements of CA Rule of Court 9.49(d) apply to applicants for provisional licensure under this rule.
- All requirements of CA Rule of Court 9.49(e) and (f) apply to Provisionally Licensed Lawyers under this rule with the exception that the State Bar New Attorney Training program described in rule 9.49(e)(1) must be completed in order for a Provisionally Licensed to qualify for admission to the State Bar of California under this rule.
- A Provisionally Licensed Lawyer, under this rule, shall be eligible for admission to the State Bar of California upon compliance with all of the following requirements:
 - The Provisionally Licensed Lawyer shall complete 300 total hours of supervised legal practice in the Provisional Licensure Program;
 - The Provisionally Licensed Lawyer shall submit, in the format developed by the State Bar of California, a record of the hours of supervised legal practice completed under supervision of the Supervising Lawyer(s);
 - Satisfy all eligibility requirements for admission not met at the time of application to the program;
 - Have an active positive moral character determination;
 - Submit a satisfactory evaluation(s) pursuant to CA Rule of Court 9.49.1(j)(2); and
 - Submit all other documentation of completion in the format required by the State Bar by June 1, 2022 to qualify for admission to the State Bar.

The remaining requirements include:

- Applicant cannot have outstanding debt owed to the Office of Admissions or any other unit at the California State Bar;
- Applicant cannot have outstanding child support arrears;
- Applicant must clear fingerprint check with the Department of Justice and Federal Bureau of Investigation during the moral character review process;
- Applicants that have been licensed to practice in another jurisdiction must provide a Certificate of Good Standing from each of the jurisdictions that he/she was licensed in.

Bar New Attorney Training program described in rule 9.49(e)(1) must be completed in order for a Provisionally Licensed to qualify for admission to the State Bar of California under this rule.

- A Provisionally Licensed Lawyer, under this rule, shall be eligible for admission to the State Bar of California upon compliance with all of the following requirements:
- The Provisionally Licensed Lawyer shall complete 300 total hours of supervised legal practice in the Provisional Licensure Program;
- The Provisionally Licensed Lawyer shall submit, in the format developed by the State Bar of California, a record of the hours of supervised legal practice completed under supervision of the Supervising Lawyer(s);
- Satisfy all eligibility requirements for admission not met at the time of application to the program;
- Have an active positive moral character determination;
- Submit a satisfactory evaluation(s) pursuant to CA Rule of Court 9.49.1(j)(2); and
- Submit all other documentation of completion in the format required by the State Bar by June 1, 2022 to qualify for admission to the State Bar.

The remaining requirements include:

- Applicant cannot have outstanding debt owed to the Office of Admissions or any other unit at the California State Bar;
- Applicant cannot have outstanding child support arrears;
- Applicant must clear fingerprint check with the Department of Justice and Federal Bureau of Investigation during the moral character review process;
- Applicants that have been licensed to practice in another jurisdiction must provide a Certificate of Good Standing from each of the jurisdictions that he/she was licensed in.

For more information about the Provisional Licensure Program, please refer to the Frequently Asked Questions "FAQs" at [this link](#).

An application is not considered complete until all supporting documentation is received:

- Payment
- Applicant Declaration
- Supervising Attorney Declaration
- Official, Sealed Transcript and/or original Certificate of Good Standing (CGS)

Provisional Licensure Program

Case # 00573968

Application Instructions

Personal Information

Legal Education

Employer Information

Additional Legal Employment

Required Documentation Upload

Verification

PERSONAL & CONTACT INFORMATION

Please fill out all related personal and contact information, and/or ensure that any pre-existing information is accurate and up-to-date.

It is the applicant's responsibility to inform the State Bar's Office of Admissions of any changes to their preferred email address, preferred phone number, and mailing address on record.

Email Addresses

Private Email

Work Email ¹

Preferred Email ¹

Save

Phone Numbers

Private Phone

Work Phone ¹


Preferred Phone ¹

Foreign Phone

Phone Numbers

Private Phone

Work Phone 

Preferred Phone 

--None-- 

Foreign Phone

Save

Mailing Address

Mailing Country

Mailing Street

Mailing City

Mailing State/Province

Mailing Zip/Postal Code

Save

Provisional Licensure Program

Case # 00573968

 Application Instructions

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 Additional Legal
Employment



 Required
Documentation Upload

 Verification

LEGAL EDUCATION

Please indicate below all law schools attended, even if you do not claim credit for the law study completed at each law school. If you are attending a foreign law school, or if your law school is not listed, please provide the name of your school within the "School Name (Manual Entry)" field and leave the "Law School" field blank. Please also ensure to select the appropriate "Country" for all the legal education you provide.

Lastly, if you obtained, or will obtain, multiple degrees from the same law school (e.g. both a J.D. degree and an LL.M. degree), please list each program/degree separately.

Legal Education							New
School	BX Transcript St...	Date From	Date To	Graduation Date	Degree Earned (...)		
Concord Law School	Unverified	Aug 16, 2016	Aug 16, 2017		None		
NORTHWESTERN CA...	Unverified	Nov 1, 2017			Juris Doctorate (J.D.)		

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415-538-2000

Provisional Licensure Program

Case # 00573968

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Verification

LEGAL

Please school blank.

Lastly, separa

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Law School

Search Accounts...

Country

~None~

State/Province

~None~

City

Student ID

Date From

Date To

Present ☐

Graduation Date

Degree Earned (or anticipated)

law school. If you are attending a foreign law Entry)" field and leave the "Law School" field

A degree), please list each program/degree

New

Date Degree Earned (...

None

Juris Doctorate (J.D.)

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Verification

LEGAL

Please school blank.

Lastly, separa

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NOR

State/Province

~None~

City

Student ID

Date From

Date To

Present ☐

Graduation Date

Degree Earned (or anticipated)

~None~

Cancel

Save

Press

F11

 to exit full screen

law school. If you are attending a foreign law Entry)" field and leave the "Law School" field

A degree), please list each program/degree

New

Date Degree Earned (...

None

Juris Doctorate (J.D.)

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Provisional Licensure Program

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 Application Instructions

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 Legal Education

 **Employer Information**

 Additional Legal
Employment










 Required
Documentation Upload

 Verification

EMPLOYER INFORMATION

Please provide the details of your employer where you will be serving as a Provisionally Licensed Lawyer, as well as information regarding the California Supervising Attorney who will be overseeing your legal practice.

The 'End Date of Previous Employment' is only required if it applies to you.

Name of Employer	<input type="text"/>
Business Street Address 	<input type="text"/>
Business City, State & Zip 	<input type="text"/>
Effective Date of Employment	<input type="text" value=""/>
Employer Contact Name 	<input type="text"/>
Employer Email 	<input type="text"/>
Employer Phone 	<input type="text"/>
Employer Fax 	<input type="text"/>
Name of Supervising Attorney	<input type="text"/>
Bar Number of Supervising Attorney	<input type="text"/>
Email of Supervising Attorney	<input type="text"/>
Employer Phone 	<input type="text"/>
Employer Fax 	<input type="text"/>
Name of Supervising Attorney	<input type="text"/>
Bar Number of Supervising Attorney	<input type="text"/>
Email of Supervising Attorney	<input type="text"/>
End Date of Previous Employment 	<input type="text" value=""/>

Save

What is your income status through your legal employer?

Receiving income from legal employer?	<input type="text" value="-None-"/>
Employer IOLTA-funded and paying fee?	<input type="text" value="-None-"/>

Save



Provisional Licensure Program

Case # 00573968

Application Instructions

Personal Information

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Additional Legal Employment

Required Documentation Upload

Verification

ADDITIONAL LEGAL EMPLOYMENT

If you are practicing law for additional employers and/or volunteer organizations, and would like your public record to indicate so, then enter a record for each on the list, below. Note that the rules require you to provide a *Declaration of Supervising Attorney* for each employer, signed by your respective supervising attorney for each institution.

Additional Legal Employment

Are there any additional employers where you are or will be practicing as a Provisionally Licensed Attorney?

Has Additional PL Employment

No

Cancel

Save

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Provisional Licensure Program

Case # 00573968

Application Instructions

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Legal Education

Employer Information

Additional Legal Employment

Required Documentation Upload

Verification

ADDITIONAL LEGAL EMPLOYMENT

If you

the list

each i

Ad

Are the

Has A

Yes

Ca

Empl

Employer Name

Employers Address

Date From

Date To

Present

Name of Supervising Attorney

Email Address of Supervisor

Phone Number of Supervising Attorney

Bar Number

X

to indicate so, then enter a record for each on
igned by your respective supervising attorney for

New

Supervi... Bar Number

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San Francisco, CA 94105
415-538-2000

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Application Instructions

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Employer Information

Additional Legal Employment

Required Documentation Upload

Verification

ADDITIONAL LEGAL EMPLOYMENT

If you are practicing law for additional employers and/or outside organizations, and would like your public record to indicate so, then enter a record for each on the list below. Each record must be signed by your respective supervising attorney for each employer.

Date From

Date To

Present

Name of Supervising Attorney

Email Address of Supervisor

Phone Number of Supervising Attorney

Bar Number

Cancel

Save

Supervising Attorney

Bar Number

New

SAN FRANCISCO
(Main Office)
180 Howard St.
San Francisco, CA 94105
415-538-2000

LOS ANGELES
845 S. Figueroa St.
Los Angeles, CA 90017

Provisional Licensure Program

Case # 00573968

Application Instructions

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Additional Legal Employment

Required Documentation Upload

Verification

REQUIRED DOCUMENTATION UPLOAD

You must take a few additional steps to provide all of the required documentation to ensure that your application for the Provisional Licensure Program is approved. Please ensure that you provide the following documents:

- Declaration by Supervising Attorney** – Your supervising attorney for each employer must complete and sign [this form](#). This form must be uploaded to your application case record. This is a required form and your application will not be approved until it is received.
- Record of a filed **Application for Determination of Moral Character** via the Applicant Community site or have a current positive determination on file. Upon receipt of all required documentation, you will be approved to practice under the Provisional Licensure Program rules. However, if your moral character is withdrawn, denied, or abandoned, you will be suspended from the PLP program, immediately.

Uploaded Files

Files Upload

[Upload Files](#) Or drop files

Title	File Type	Content Size (Bytes)	Last Modified
-------	-----------	----------------------	---------------

Provisional Licensure Program

Case # 00573968

Application Instructions

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Employment

Required
Documentation Upload

Verification

VERIFICATION

Please review the verification items below, and please provide the required information, if/where applicable.

 Form Complete

You have successfully provided all the required information for this form. Additional documentation may be required if requested within the instructions.

Submit

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(Main Office)
180 Howard St.
San Francisco, CA 94105
415-538-2000

Provisional Licensure Program

Case # 00573968

VERIFICATION

Provisional Licensure Program

Declaration

Confirmation

DECLARATION BY PROVISIONALLY LICENSED LAWYER (PLL)

I declare under penalty of perjury under the laws of the State of California that the following is true and correct:

- I agree to be subject to the disciplinary authority of the Supreme Court of California and the State Bar with respect to the laws of the State of California and those governing the conduct of lawyers.
- I will not practice California law (independently), other than under the supervision of my Supervising Lawyer and only while being provisionally licensed under CA Rule of Court 9.49.
- I will not practice law in a jurisdiction where to do so would be in violation of laws of the profession in that jurisdiction.

*

Applicant Declaration



Accept Declaration

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San Francisco, CA 94105
415-538-2000


Provisional Licensure Program

Case # 00573968

VERIFICATION

 Application Instructions

 Personal Information

 Legal Education

 Employer Information

Please review the verification items below, and please provide the required information, if/where applicable.



Form Complete

You have successfully provided all the required information for this form. Additional documentation may be required if requested within the instructions.



Provisional Licensure Program



Your Case has been submitted and will be reviewed shortly. Thank you.

[View Case Details](#)

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415-538-2000

javascript:void(0);



**PROVISIONAL LICENSURE PROGRAM
DECLARATION BY SUPERVISING ATTORNEY**

(APPLICATION TO BE LEGIBLY COMPLETED BY SUPERVISING LAWYER. THE APPLICANT MUST SUBMIT THE COMPLETED SUPERVISING DECLARATION WITHIN THE [APPLICANT PORTAL](#).)

1. SUPERVISING LAWYER INFORMATION

Supervising Lawyer Name:

Bar Number:

Employer Name:

Office Address:

City:

State:

Zip Code:

Phone:

Email:

Expected Period of Supervision: Date Started:

Completion Date:

2. PROVISIONAL LICENSURE PROGRAM APPLICANT INFORMATION

Provisional Licensure Program Applicant Name:

3. DECLARATION

I declare under penalty of perjury under the laws of the State of California that the following is true and correct:

I attest that the Provisionally Licensed lawyer is employed or is volunteering at or has a conditional offer of employment or a conditional volunteer opportunity at the firm where I work, which has an office located in California.

I attest that the nature of this employment conforms with the requirements of CA Rule of Court 9.49.

☐ I attest that the PLL's employment is:
Paid ☐ Unpaid ☐ (Select One)

☐ I attest that the firm where I work is an IOLTA-funded organization.
Yes ☐ No ☐ (Select One)

☐ I attest that the firm will be paying for the PLL's application fee.
Yes ☐ No ☐ (Select One)

I meet all the eligibility requirements for a Supervising Attorney under CA Rule of Court 9.49 and will comply with the rule.

I will immediately notify the State Bar of California, Office of Admissions, within 10 calendar days if I become aware that:

- The Provisionally Licensed Lawyer has terminated employment;
- The PLL is no longer eligible for participation in the PLL program;
- I no longer meet the requirements of a Supervising Attorney under Rule of Court 9.49;
- I am no longer supervising the PLL; or
- I have changed offices or email address.

Signature: _____ Title: _____

Print Name: _____ Executed on: _____

APPLICANTS MUST SUBMIT THE COMPLETED SUPERVISING ATTORNEY DECLARATION ALONG WITH ALL SUPPORTING DOCUMENTATION WITHIN THE [APPLICANT PORTAL](#).



The State Bar of California
Office of Admissions – FLC Program
845 S. Figueroa Street, Los Angeles, CA 90017-2515
(213) 765-1500

FOR OFFICIAL USE ONLY

☐ \$370

☐ No Payment **9.44**

File #: _____

Issuance of Registration as a Foreign Legal Consultant Application

1. Applicant Information:

Type or Print Clearly

Last Name:

First Name:

Middle Name:

2. Office Address in California:

*Address:

City:

State:

Zip:

E-mail:

Phone:

Fax:

***As a registered Foreign Legal Consultant, your address of record is public information subject to disclosure upon request and also posted on the State Bar's website. If you provide an e-mail address, it will be listed on the website.**

3. Qualifying Foreign Country Information:

a) Date of Active License to Practice Law:

Country:

Other Country(ies):

b) Country for which you seek certification:

4. Contact Person/Alternate Address Information:

Name:

Address:

City:

State:

Zip:

Country:

Phone:

Fax:

You must notify The State Bar of California within 30 days if there are any changes to your address or employment during the period of time you are serving as a Registered Foreign Legal Consultant.

5. Application Attachments (Complete and submit as needed):

☐

A: Certificate of Current Good Standing (sample provided)

☐

B: Letter of Recommendation ☐ Application to Waive (provided if applicable)

☐

C: Letter of Commitment and Acknowledgment

☐

D: Designation of Agent for Service of Process

☐

E: Attorney Declaration

☐

F: Written Statement – Security for Claims

☐

G: Third Party Guarantee ☐ Affidavit (if applicable)

☐

Application for Determination of Moral Character

☐

\$370 Application Fee – Cashier's checks or money orders should be made payable to The State Bar of California.

Personal checks will not be accepted.

MAIL APPLICATION AND PAYMENT TO:

The State Bar of California

FLC Program

Office of Admissions

845 S. Figueroa Street

Los Angeles, CA 90017-2515



The State Bar of California
Office of Admissions – FLC Program
845 S. Figueroa Street, Los Angeles, CA 90017-2515
(213) 765-1500

PRACTICE HISTORY

(List practice history only for the six years immediately preceding the application)

Dates (From/To)	Firm or Company	Location (City, State or Province, Country)	Title (Attorney, Solicitor, etc.)	Law Practice of What Country(ies)
Example 1/98 to 6/02	American Broadcasting Company	London, England	General Counsel	England and Wales

(Attach additional information on a separate sheet if needed.)

ADMISSION HISTORY

Jurisdiction	Title (Attorney, Solicitor, etc.)	Date of Admission	Eligible to Practice
Example – Sri Lanka	Counselor at Law	February 1, 1989	YES/NO

(Attach additional information on a separate sheet if necessary)

Rule 3.1: An applicant must present satisfactory proof that the applicant has been admitted to practice and has been in good standing as an attorney or counselor at law or the equivalent in a foreign country for at least four of the six years immediately preceding the application and, while so admitted, has actually practiced the law of that country.



The State Bar of California
Office of Admissions – FLC Program
845 S. Figueroa Street, Los Angeles, CA 90017-2515
(213) 765-1500

ATTACHMENT A

CERTIFICATE OF CURRENT GOOD STANDING (SAMPLE)

I. Applicant Data:

Name
Date of birth
Office address
Bar association of which applicant is a member
Lawyer registration or license number
Date of registration
Disciplinary action taken

II. Item To Be Certified:

1. That the above named lawyer is a person who has been engaged in the practice of law upon registration as a lawyer by [authority having final jurisdiction over professional discipline, e.g., Ministry of Justice] on [date].
2. That the [authority] has final jurisdiction over disciplinary matters concerning lawyers pursuant to [relevant rule of the foreign jurisdiction].
3. That the above named lawyer has not to date been disciplined under [relevant rule of the foreign jurisdiction] and that no disciplinary action has ever been filed against him/her.
4. That the above named lawyer is currently licensed as an attorney in good standing and is currently eligible to practice law in this jurisdiction.

Seal if appropriate

Name of organization

By:
(Title)

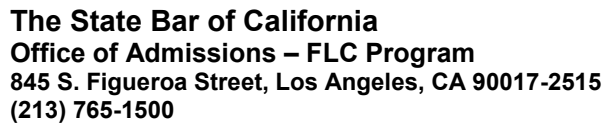
Date:

(Include the following if applicable)

I hereby certify that the foregoing translation from
to the best of my knowledge and belief.

to English is true and correct

(Date)
(Name & Title of Translator)
(Office Name)
(Country)



**APPLICATION TO WAIVE THE REQUIREMENT OF A LETTER OF RECOMMENDATION
FROM A MEMBER OF THE EXECUTIVE BODY OF THE AUTHORITY HAVING
FINAL DISCIPLINARY JURISDICTION OR A JUDGE OF THE HIGHEST
LAW COURT OR COURT OF ORIGINAL JURISDICTION
OF THE FOREIGN COUNTRY**

1. Name of Applicant (Print Name):
2. Please explain how strict compliance with Rule 4.2.3 would cause you unnecessary hardship:

Signature:



The State Bar of California
Office of Admissions – FLC Program
845 S. Figueroa Street, Los Angeles, CA 90017-2515
(213) 765-1500

ATTACHMENT C

LETTER OF COMMITMENT AND ACKNOWLEDGMENT

I, _____, have read rule 9.44, California Rules of Court (hereafter “rule 9.44”), the Registered Foreign Legal Consultant Rules and Regulations (hereafter “the Rules”), and the Rules of Professional Conduct of the State Bar of California. I understand that the conduct of members of the State Bar is also governed by other rules, statutes and case law. I will observe all the requirements of rule 9.44 and the Rules, and also the standards of professional conduct required of members of the State Bar of California.

I hereby acknowledge that any license issued to me pursuant to rule 9.44 and the Rules does not create a vested right or privilege and may be revoked or suspended pursuant to the provisions of rule 9.44 and the Rules, any future amendment or revocation of said documents, or any other change in California law.

Date:

Signature:



The State Bar of California
Office of Admissions – FLC Program
845 S. Figueroa Street, Los Angeles, CA 90017-2515
(213) 765-1500

ATTACHMENT D

DESIGNATION OF AGENT FOR SERVICE OF PROCESS

I, _____, hereby designate the Secretary of the Board of Governors of The State Bar of California, as my agent to receive service of process in any action or proceeding brought against me on or after the date of this designation and arising out of or based upon any legal services rendered or offered to be rendered by me within or to residents of the State Bar of California whenever, after due diligence, service cannot be made upon me at the following address:

Name: _____

Address: _____

City: _____

For the purpose of compliance with section 7.2 of The State Bar Registered Foreign Legal Consultant Rules and Regulations, notice of the service and a copy of the process should be sent by registered or certified mail to the undersigned at the above address.

Note: To change your address for these purposes, a new acknowledged Designation of Agent for Service of Process form must be filed with the State Bar. Mere notification of a change of address will not result in a change in the address to which a copy of service received by the State Bar is mailed.

Date: _____

Signature: _____

Notary Seal



The State Bar of California
Office of Admissions – FLC Program
845 S. Figueroa Street, Los Angeles, CA 90017-2515
(213) 765-1500

ATTACHMENT E

ATTORNEY DECLARATION

I, _____, hereby declare under penalty of perjury under the laws of the State of California that I agree to comply with the following conditions required for eligibility to be certified as a registered foreign legal consultant:

1. Maintain a current address of record for State Bar purposes in accordance with Section 7.0 of the Registered Foreign Legal Consultant Rules and Regulations;
2. Notify the State Bar of any change in my status in any jurisdiction where I am admitted to practice or of any discipline with respect to such admission;
3. Be subject to the jurisdiction of the courts of this state with respect to the laws of the State of California governing the conduct of attorneys, to the same extent as a member of the State Bar of California;
4. Be familiar with and comply with the standards of professional conduct required of members of the State Bar of California;
5. Be subject to the disciplinary jurisdiction of the State Bar of California;
6. Be subject to the rights and obligations with respect to attorney-client privilege, work-product privilege, and other professional privileges, to the same extent as attorneys admitted to practice law in California; and
7. Comply with the laws of the State of California, the Registered Foreign Legal Consultant Rules and Regulations, and all other State Bar of California Rules.

I declare under penalty of perjury under the laws of The State of California that the foregoing application and any attachments to it are true and correct.

Date:

Signature:



The State Bar of California
Office of Admissions – FLC Program
845 S. Figueroa Street, Los Angeles, CA 90017-2515
(213) 765-1500

ATTACHMENT F

WRITTEN STATEMENT AGREEING TO MAINTAIN REQUIRED SECURITY FOR CLAIMS

I, _____, hereby declare under penalty of perjury under the laws of the State of California that I currently have and will continue to maintain security for claims for pecuniary losses to the extent required by the Registered Foreign Legal Consultant Rules and Regulations, rule 6.0 [Security for Claims Against a Foreign Legal Consultant], for pecuniary losses resulting from my acts, errors or omissions in the rendering of legal services (to the extent permitted under California Rules of Court, rule 9.44 and the Registered Foreign Legal Consultant Rules and Regulations).

Date:

Signature:

This statement is intended to be in compliance with Registered Foreign Legal Consultant Rules and Regulations rule 4.2.4.



The State Bar of California
Office of Admissions – FLC Program
845 S. Figueroa Street, Los Angeles, CA 90017-2515
(213) 765-1500

ATTACHMENT G

THIRD PARTY GUARANTEE TO PROVIDE REQUIRED SECURITY FOR CLAIMS (RULE 6.1.4)

, hereby declares under penalty under the laws of the State of California that it currently has and will continue to maintain, security for claims for pecuniary losses to the extent required by the Registered Foreign Legal Consultant Rules and Regulations, rule 6.0 [Security for Claims Against a Foreign Legal Consultant], for pecuniary losses resulting from the acts, errors or omissions in the rendering of legal services (to the extent permitted under California Rules of Court, rule 9.44 and the Registered Foreign Legal Consultant Rules and Regulations) by _____ .
(print applicant's name)

Executed on:

By:

Signature:

Print Entity Name:

MJP Registered In-House Counsel Application

Case # 00574145

 Application Instructions Personal Information Legal Education Jurisdictions of Admission Employer Information Required Documentation Upload Verification

APPLICATION INSTRUCTIONS

Please reference: <http://www.calbar.ca.gov/Admissions/Special-Admissions/Multijurisdictional-Practice-MJP> for more information.[Log in](#) | [News](#) | [Forms](#) | [Contact](#)

Multijurisdictional Practice (MJP) Program Overview





Non-California attorneys from other U.S. jurisdictions who would like to practice in California are required to register with the State Bar and meet certain qualifications. The goal is to ensure that an attorney licensed in another U.S. jurisdiction who practices in California is appropriately versed in California and other applicable law, including rules regarding ethical conduct.

The attorneys who can practice under this program include:

MJP Registered In-House Counsel Application

Case # 00574145

 Application Instructions Personal Information Legal Education Jurisdictions of Admission Employer Information Required Documentation Upload Verification


PERSONAL & CONTACT INFORMATION

Please fill out all related personal and contact information, and/or ensure that any pre-existing information is accurate and up-to-date.

It is the applicant's responsibility to inform the State Bar's Office of Admissions of any changes to their **preferred email address, preferred phone number, and mailing address** on record.

Email Addresses

Private Email

Work Email Preferred Email [Save](#)

Phone Numbers

Private Phone

Work Phone Preferred Phone 

Foreign Phone

Phone Numbers

Private Phone

Work Phone ¹

Preferred Phone ¹

--None--

Foreign Phone

Save

Mailing Address (personal/home address)

Mailing Country

Mailing Street

Mailing City

Mailing State/Province

Mailing Zip/Postal Code

Save

MJP Registered In-House Counsel Application

Case # 00574145

Application Instructions

Personal Information

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Jurisdictions of Admission

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Verification

LEGAL EDUCATION

Please indicate below all law schools attended, even if you do not claim credit for the law study completed at each law school. If you are attending a foreign law school, or if your law school is not listed, please provide the name of your school within the "School Name (Manual Entry)" field and leave the "Law School" field blank. Please also ensure to select the appropriate "Country" for all the legal education you provide.

Lastly, if you obtained, or will obtain, multiple degrees from the same law school (e.g. both a J.D. degree and an LL.M. degree), please list each program/degree separately.

Legal Education							New
School	BX Transcript St...	Date From	Date To	Graduation Date	Degree Earned (...)		
NEW YORK UNIVERS...	Unverified	Aug 22, 2005	May 12, 2008	May 16, 2008	Juris Doctorate (J.D.)		

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SAN FRANCISCO
(Main Office)
180 Howard St.
San Francisco, CA 94105
415-538-2000

MJP Registered In-House

Case # 00574145

Application Instructions

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Verification

LEGAL EDUCATION

Please select a law school. If you are attending a foreign law school, please list each program/degree.

Lastly, separate each entry with a comma.

Legal School Name

Country

State/Province

City

Student ID

Date From

Date To

Present

Graduation Date

Degree Earned (or anticipated)

Search Accounts...

Country

State/Province

City

Student ID

Date From

Date To

Present

Graduation Date

Degree Earned (or anticipated)

Law School

Search Accounts...

Country

State/Province

City

Student ID

Date From

Date To

Present

Graduation Date

Degree Earned (or anticipated)

San Francisco

(Main Office)

180 Howard St.

San Francisco, CA 94105

415-638-2000

MJP Registered In-House

Case # 00574145

Application Instructions

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Verification

LEGAL EDUCATION

Please select a law school. If you are attending a foreign law school, please list each program/degree.

Lastly, separate each entry with a comma.

Legal School Name

Country

State/Province

City

Student ID

Date From

Date To

Present

Graduation Date

Degree Earned (or anticipated)

State/Province

City

Student ID

Date From

Date To

Present

Graduation Date

Degree Earned (or anticipated)

San Francisco

(Main Office)

180 Howard St.

San Francisco, CA 94105

415-638-2000

MJP Registered In-House Counsel Application

Case # 00574145

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JURISDICTIONS OF ADMISSION

Please provide any information regarding jurisdictions you are either currently admitted to or have been admitted to in the past. This includes both foreign and domestic jurisdictions.

A Certificate of Good Standing (Certificate) and documentation indicating whether there has been a history of discipline must be submitted for each jurisdiction in which you have been admitted to practice law. Only one Certificate needs to be submitted from each jurisdiction. Attorneys whose status is inactive need only submit a letter of disciplinary history. If you are a General or Attorney Applicant, and are suspended or disbarred from practice as a result of a disciplinary proceeding, you are not eligible to submit an Application for Determination of Moral Character, and thus you are not eligible for the Multijurisdictional Practice Program (*Rule 4.41(A) of the Rules of the State Bar of California (Admission Rules)*).

Jurisdictions of Admission

New

Jurisdiction ...	Jurisdiction ...	Standing	Admit Date	Certificate Ty...	CGS Received Date	CGS Issued Date	
New York	NY	Active	Mar 20, 2009	Certificate of Go...		Nov 22, 2019	

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MJP Registered In-House Counsel Application

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Jurisdictions of Admission

New

Jurisdiction	Search Accounts...
Bar Number	
Date Applied for Admission (MM/YYYY)	
Admit Date	
Date To	
Present	<input type="checkbox"/>
Standing	~None~
Reason for Inactive/Suspended Standing	
Inactive Date	

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180 Howard St.
San Francisco, CA 94105
415-538-2000

MJP Registered In-House Counsel Application

Case # 00574145


 Application Instructions

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 Legal Education

 Jurisdictions of Admission

 **Employer Information**

 Required Documentation Upload

 Verification

EMPLOYER INFORMATION

Please provide the details of your employer where you serve as In-House Counsel.

The 'End Date of Previous MJP Employment' is only required if it applies to you.

Name of Employer	<input type="text"/>
Business Street Address 	<input type="text"/>
Business City, State & Zip 	<input type="text"/>
Effective Date of Employment	<input type="text" value=""/>
Employer Contact Name 	<input type="text"/>
Employer Email 	<input type="text"/>
Employer Phone 	<input type="text"/>
Employer Fax 	<input type="text"/>
End Date of Previous Employment 	<input type="text" value=""/>

Save

MJP Registered In-House Counsel Application

Case # 00574145

 Application Instructions

 Personal Information

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 Jurisdictions of Admission

 Employer Information

 **Required Documentation Upload**

 Verification

REQUIRED DOCUMENTATION UPLOAD

You must take a few additional steps to provide all of the required documentation to ensure that your application for the MJP Registered In-House Counsel program is approved. Please provide the required documents, by the methods indicated, below:

- Please have an officer, director, or general counsel from your employer populate and sign a **Declaration of Qualifying Institution** form, and you may upload the scanned copy below. You will also receive a copy of this form on your acknowledgement email, following the submission of your application. You have the option to upload it to your application record after submitting your application, but we can not approve you to practice unless we receive this document from you.
- You are required to provide a certified, original **Certificate of Good Standing** from all jurisdictions where you are admitted, and the certificates must be issued within the last six (6) months. Updated Certificate(s) of Good Standing are required on an annual basis; however, these documents must be physically delivered to the Office of Admissions, in Los Angeles, **by certified mail**. Do not upload copies of these documents here.
- Lastly, we must have record of you submitting an **Application for Determination of Moral Character** via the Applicant Community site. As long as all other requirements have been met, you will be approved to practice within the MJP program as soon as you submit your Moral Character application. However, if your moral character cannot be cleared, and your application denied, you will be terminated from the MJP program, immediately.

Uploaded Files

Files Upload

 Upload Files Or drop files

<input type="checkbox"/> Title	File Type	Content Size (Bytes)	Last Modified
--------------------------------	-----------	----------------------	---------------

MJP Registered In-House Counsel Application

Case # 00574145

Application Instructions

Personal Information

Legal Education

Jurisdictions of Admission


Employer Information

Required Documentation Upload

Verification

VERIFICATION

Please review the verification items below, and please provide the required information, if/where applicable.

 Form Complete

You have successfully provided all the required information for this form. Additional documentation may be required if requested within the instructions.

Submit



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SAN FRANCISCO
(Main Office)
180 Howard St.
San Francisco, CA 94105
415-538-2000

MJP Registered In-House Counsel Application

Declaration

Fee page

Payment

Confirmation

DECLARATION

As a Registered In-House Counsel of the State Bar of California, I hereby acknowledge and declare the following:

- I am currently a member in good standing of and eligible to practice law in at least one jurisdiction in the United States.
- I am not suspended, disbarred or resigned with charges pending from any professional occupational disciplinary agency or licensing board.
- I agree to be subject to the disciplinary authority of The Supreme Court of California and The State Bar of California with respect to the law of The State of California governing the conduct of attorneys, to the same extent as a member of The State Bar of California.
- As Registered In-House Counsel, I will practice law for a SINGLE Qualifying Institution in California which employs me.
- I understand that I may qualify to simultaneously practice law under the Registered Legal Services Attorney Program.
- I currently reside in California.
- I will not provide personal or individual representation to any customers, shareholders, owners, partners, officers, employees, servants, or agents of the Qualifying Institution.
- I will not make court appearances in California state courts or engage in any other activities for which Pro Hac Vice admission is required.
- I agree that in my first year of practice under the Registered In-House Counsel Program, I will satisfy all of the Minimum Continuing Legal Education requirements that members of The State Bar of California must complete every 3 years and thereafter satisfy the Minimum Continuing Legal Education Requirements applicable to all members of The State Bar of California.
- I will notify The State Bar of California in writing within 30 days of a change in any information provided in my application, including my address, employment at a qualifying institution, or eligibility to practice law in another jurisdiction. Eligibility would be changed by suspension, resignation with or without charges pending, disbarment, or its functional equivalent.
- I will provide The State Bar of California with a forwarding address to which any notices or papers may be mailed, as well as an email address where emails may be delivered, within 30 days of cessation of employment by the Qualifying Institution.
- I am aware that filing a certificate containing false information or otherwise failing to comply with the standards of professional conduct required of members of The State Bar of California or the rules governing Registered In-House Counsel will subject me to the disciplinary jurisdiction of The State Bar of California.

I declare under penalty of perjury under the laws of The State of California that the foregoing application and any attachments to it are true and correct.

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San Francisco, CA 94105
415-538-2000

VERIFICATION

Application Instructions

MJP Registered In-House Counsel Application

✓

✓

Payment

Confirmation

NOTE: Credit card payment will be assessed at 2.5%

Payment Amount \$ 635.00

Payment Method Credit Card

Billing Information

First Name

Last Name

Address

City

State

Zip Code

Country United States

Email

Payment must be completed to view confirmation.

VERIFICATION

Application Instructions

MJP Registered In-House Counsel Application

✓

✓

Payment

Confirmation





City

State

Zip Code

Country United States

Email

Credit Card Number

Credit Card Security Code

Expiration Month Year

Next

Payment must be completed to view confirmation.

VERIFICATION

Application Instructions

MJP Registered In-House Counsel Application

✓

✓

Payment

Confirmation

Payment Amount

\$ 650.88

Payment Method

Credit Card

Billing Information

First Name

Last Name

Address

City

State

Zip Code

Country

Email

Payment must be completed to view confirmation.

VERIFICATION

Application Instructions

MJP Registered In-House Counsel Application

✓

✓

Payment

Confirmation

Zip Code

Country

Email

VISA

MasterCard

Discover

AMEX

Credit Card Number

Credit Card Security Code

Expiration

Make Changes

Submit

Payment

Payment must be completed to view confirmation.



The State Bar of California
Office of Admissions - MJP Program
845 S. Figueroa Street, Los Angeles, CA 90017-2515
(213) 765-1500

Out-of-State Attorney Registered In-House Counsel Program Application
Attachment B - Declaration of Qualifying Institution

Please Note: This form must be completed and signed by the Officer, Director or General Counsel of the Qualifying Institution. Please type or print.

I am a(n): ☐ Officer ☐ Director ☐ General Counsel

of Institution Name: _____

Name of Individual Referenced Above: _____ Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Applicant Name: _____ is or will be employed
as In-House Counsel for the institution referenced above.

The Effective Date of Applicant's Employment: _____

Employer Contact: _____

Phone: _____ Email: _____

I confirm the institution above is a Qualifying Institution which is defined by California Rules of Court rule 9.46 as a corporation, a partnership, an association, or other legal entity and is not a government agency and DOES NOT provide legal services to others.

☐ This institution employees **at least 5 full-time** employees. **Please enter the number of full-time employees here:** _____

OR

☐ This institution employees the following California admitted attorney who is a full active member in good standing of the State Bar of California (**MJP Attorneys do not qualify as a fully licensed attorneys**).

Name: _____ CA Bar Number: _____

I will notify the State Bar **within 30 days** if the eligibility status listed above changes or if the applicant's employment ceases.

To the best of my knowledge and after reasonable inquiry, I believe that the applicant is of good moral character and qualifies for registration under California Rules of Court, rule 9.46 and the Registered In-House Counsel Program Rules.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: _____

Print Name: _____

Signature: _____

MJP Registered Legal Aid Attorney Application

Case # 00574146

APPLICATION INSTRUCTIONS

Please reference: <http://www.calbar.ca.gov/Admissions/Special-Admissions/Multijurisdictional-Practice-MJP> for more information.

Application Instructions

Personal Information

Legal Education

Jurisdictions of Admission

Employer Information

Required Documentation Upload

Verification



Log in | News | Forms | Contact



Multijurisdictional Practice (MJP) Program Overview



Non-California attorneys from other U.S. jurisdictions who would like to practice in California are required to register with the State Bar and meet certain qualifications. The goal is to ensure that an attorney licensed in another U.S. jurisdiction who practices in California is appropriately versed in California and other applicable law, including rules regarding ethical conduct.

The attorneys who can practice under this program include:



SAN FRANCISCO
(Main Office)

MJP Registered Legal Aid Attorney Application

Case # 00574146

PERSONAL & CONTACT INFORMATION

Please fill out all related personal and contact information, and/or ensure that any pre-existing information is accurate and up-to-date.

It is the applicant's responsibility to inform the State Bar's Office of Admissions of any changes to their **preferred email address, preferred phone number, and mailing address** on record.

Email Addresses

Private Email

Work Email

Preferred Email

--None--

Save

Phone Numbers

Private Phone

Work Phone

Preferred Phone

--None--

Foreign Phone

Preferred Phone ⓘ

–None–

Foreign Phone

Save

Mailing Address

Mailing Country

Mailing Street

Mailing City

Mailing State/Province

Mailing Zip/Postal Code

Save

MJP Registered Legal Aid Attorney Application

Case # 00574146

Application Instructions

Personal Information

Legal Education

Jurisdictions of Admission

Employer Information

Required Documentation Upload

Verification

LEGAL EDUCATION

Please indicate below all law schools attended, even if you do not claim credit for the law study completed at each law school. If you are attending a foreign law school, or if your law school is not listed, please provide the name of your school within the "School Name (Manual Entry)" field and leave the "Law School" field blank. Please also ensure to select the appropriate "Country" for all the legal education you provide.

Lastly, if you obtained, or will obtain, multiple degrees from the same law school (e.g. both a J.D. degree and an LL.M. degree), please list each program/degree separately.

Legal Education							New
School	BX Transcript St...	Date From	Date To	Graduation Date	Degree Earned (...)		
NEW YORK UNIVERS...	Unverified	Aug 22, 2005	May 12, 2008	May 16, 2008	Juris Doctorate (J.D.)		

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SAN FRANCISCO
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180 Howard St.
San Francisco, CA 94105

MJP Registered Legal A

Case # 00574146

Application Instructions

Personal Information

Legal Education

Jurisdictions of Admission

Employer Information

Required Documentation Upload

Verification

LEGAL

Please school blank.

Lastly, separ

Leg

Scho

NEW

Law School

Search Accounts...

Country

--None--

State/Province

--None--

City

Student ID

Date From

Date To

Present

Graduation Date

Degree Earned (or anticipated)

law school. If you are attending a foreign law Entry)" field and leave the "Law School" field

A. degree), please list each program/degree

New

Date

Degree Earned (...

08

Juris Doctorate (J.D.)

SAN FRANCISCO

(Main Office)

180 Howard St.

San Francisco, CA 94105

MJP Registered Legal A

Case # 00574146

Application Instructions

Personal Information

Legal Education

Jurisdictions of Admission

Employer Information

Required Documentation Upload

Verification

LEGAL

Please school blank.

Lastly, separ

Leg

Scho

NEW

State/Province

--None--

City

Student ID

Date From

Date To

Present

Graduation Date

Degree Earned (or anticipated)

--None--

Cancel

Save

law school. If you are attending a foreign law Entry)" field and leave the "Law School" field

A. degree), please list each program/degree

New

Date

Degree Earned (...

08

Juris Doctorate (J.D.)

SAN FRANCISCO

(Main Office)

180 Howard St.

San Francisco, CA 94105

MJP Registered Legal Aid Attorney Application

Case # 00574146

Application Instructions

Personal Information

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JURISDICTIONS OF ADMISSION

Please provide any information regarding jurisdictions you are either currently admitted to or have been admitted to in the past. This includes both foreign and domestic jurisdictions.

A Certificate of Good Standing (Certificate) and documentation indicating whether there has been a history of discipline must be submitted for each jurisdiction in which you have been admitted to practice law. Only one Certificate needs to be submitted from each jurisdiction. Attorneys whose status is inactive need only submit a letter of disciplinary history. If you are a General or Attorney Applicant, and are suspended or disbarred from practice as a result of a disciplinary proceeding, you are not eligible to submit an Application for Determination of Moral Character, and thus you are not eligible for the Multijurisdictional Practice Program (*Rule 4.41(A) of the Rules of the State Bar of California [Admission Rules]*).

Jurisdictions of Admission

New

Jurisdiction ...	Jurisdiction ...	Standing	Admit Date	Certificate Ty...	CGS Received Date	CGS Issued Date
New York	NY	Active	Mar 20, 2009	Certificate of Go...		Nov 22, 2019

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San Francisco, CA 94105

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Jurisdictions of Admission

New

Jurisdiction	Search Accounts...	Q
Bar Number		
Date Applied for Admission (MM/YYYY)		
Admit Date		
Date To		
Present	<input type="checkbox"/>	
Standing	--None--	
Reason for Inactive/Suspended Standing		
Inactive Date		

SAN FRANCISCO
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180 Howard St.
San Francisco, CA 94105

MJP Registered Legal Aid Attorney Application


Case # 00574146

 Application Instructions

 Personal Information

 Legal Education

 Jurisdictions of Admission

 **Employer Information**

 Required Documentation Upload

 Verification


EMPLOYER INFORMATION

Please provide the details of your employer where you serve as Legal Aid Attorney.

The 'End Date of Previous MJP Employment' is only required if it applies to you.


Name of Employer


Business Street Address 


Business City, State & Zip 


Effective Date of Employment



Employer Contact Name 

Employer Email 

Employer Phone 


Employer Fax 


Name of Supervising Attorney

Bar Number of Supervising Attorney

Email of Supervising Attorney

 Legal Education

 Jurisdictions of Admission


 **Employer Information**

 Required Documentation Upload

 Verification


Name of Employer

Business Street Address 


Business City, State & Zip 

Effective Date of Employment



Employer Contact Name 

Employer Email 


Employer Phone 

Employer Fax 

Name of Supervising Attorney

Bar Number of Supervising Attorney

Email of Supervising Attorney

End Date of Previous Employment 



Save

MJP Registered Legal Aid Attorney Application

Case # 00574146


 Application Instructions

 Personal Information

 Legal Education

 Jurisdictions of Admission

 Employer Information

 **Required Documentation Upload**

 Verification

REQUIRED DOCUMENTATION UPLOAD

You must take a few additional steps to provide all of the required documentation to ensure that your application for the MJP Registered Legal Aid Attorney program is approved. Please provide the required documents, by the methods indicated, below:

- Please have your supervising attorney from your employer populate and sign both a **Declaration of Qualifying Legal Services Provider** form, and a **Declaration of Supervising Attorney** form. You may upload the scanned copies below. You will also receive copies of these forms on your acknowledgment email, following the submission of your application. You have the option to upload it to your application record after submitting your application, but we cannot approve you to practice unless we receive these documents from you.
- You are required to provide a certified, original **Certificate of Good Standing** from all jurisdictions where you are admitted, and the certificates must be issued within the last six (6) months. Updated Certificate(s) of Good Standing are required on an annual basis; however, these documents must be physically delivered to the Office of Admissions, in Los Angeles, **by certified mail**. Do not upload copies of these documents here.
- Lastly, we must have record of you submitting an **Application for Determination of Moral Character** via the Applicant Community site. As long as all other requirements have been met, you will be approved to practice within the MJP program as soon as you submit your Moral Character application. However, if your moral character cannot be cleared, and your application denied, you will be terminated from the MJP program, immediately.

Uploaded Files

Files Upload

 Upload Files Or drop files

<input type="checkbox"/> Title	File Type	Content Size (Bytes)	Last Modified
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MJP Registered Legal Aid Attorney Application

Case # 00574146

 Application Instructions

 Personal Information

 Legal Education

 Jurisdictions of Admission

 Employer Information

 Required Documentation Upload

 **Verification**

VERIFICATION

Please review the verification items below, and please provide the required information, if/where applicable.

 **Form Complete**

You have successfully provided all the required information for this form. Additional documentation may be required if requested within the instructions.

Submit

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administration of justice.

SAN FRANCISCO
(Main Office)
180 Howard St.
San Francisco, CA 94105
415-538-2000

MJP Registered Legal Aid Attorney Application

Cas

MJP Registered Legal Aid Attorney Application

Declaration

Fee page

Payment

Confirmation

DECLARATION

As a Registered Legal Aid Attorney of the State Bar of California, I hereby acknowledge and declare the following:

- I am currently a member in good standing of and eligible to practice law in at least one jurisdiction in the United States.
- I am not suspended, disbarred or resigned with charges pending from any professional occupational disciplinary agency or licensing board.
- I am relocating to California from another jurisdiction. As a Registered Legal Aid Attorney, I will be a resident of California.
- I agree to be subject to the disciplinary authority of The Supreme Court of California and The State Bar of California with respect to the law of The State of California governing the conduct of attorneys, to the same extent as a member of The State Bar of California.
- As Registered Legal Aid Attorney, I will practice law for a SINGLE Qualifying Legal Services Provider in California which employs me.
- I understand that I may qualify to simultaneously practice law under the Registered In-House Counsel Program.
- I understand that I will only practice law under the supervision of an Attorney who is employed by the Qualifying Legal Services Provider and who is a member in good standing of The State Bar of California and who meets the requirements of California Rules of Court, rule 9.45(h).
- I have not taken and failed the California Bar Examination within the 5 years immediately preceding this application.
- I understand that I may practice for no more than a total of 3 years under this rule.
- I agree that in my first year of practice under the Registered Legal Aid Attorney Program, I will satisfy all of the Minimum Continuing Legal Education requirements that members of The State Bar of California must complete every 3 years.
- I will notify The State Bar of California in writing within 30 days of a change in any information provided in my application, including my address, employment at a qualifying institution, or eligibility to practice law in another jurisdiction. Eligibility would be changed by suspension, resignation with or without charges pending, disbarment, or its functional equivalent.
- I will provide The State Bar of California with a forwarding address to which any notices or papers may be mailed, as well as an email address where emails may be delivered, within 30 days of cessation of employment by the Qualifying Institution.
- I am aware that filing a certificate containing false information or otherwise failing to comply with the standards of professional conduct required of members of The State Bar of California or the rules governing Registered Legal Aid Attorneys will subject me to the disciplinary jurisdiction of The State Bar of California.

I declare under penalty of perjury under the laws of The State of California that the foregoing application and any attachments to it are true and correct.

415-538-2000

MJP Registered Legal Aid Attorney Application

Cas

- I am not suspended, disbarred or resigned with charges pending from any professional occupational disciplinary agency or licensing board.
- I am relocating to California from another jurisdiction. As a Registered Legal Aid Attorney, I will be a resident of California.
- I agree to be subject to the disciplinary authority of The Supreme Court of California and The State Bar of California with respect to the law of The State of California governing the conduct of attorneys, to the same extent as a member of The State Bar of California.
- As Registered Legal Aid Attorney, I will practice law for a SINGLE Qualifying Legal Services Provider in California which employs me.
- I understand that I may qualify to simultaneously practice law under the Registered In-House Counsel Program.
- I understand that I will only practice law under the supervision of an Attorney who is employed by the Qualifying Legal Services Provider and who is a member in good standing of The State Bar of California and who meets the requirements of California Rules of Court, rule 9.45(h).
- I have not taken and failed the California Bar Examination within the 5 years immediately preceding this application.
- I understand that I may practice for no more than a total of 3 years under this rule.
- I agree that in my first year of practice under the Registered Legal Aid Attorney Program, I will satisfy all of the Minimum Continuing Legal Education requirements that members of The State Bar of California must complete every 3 years.
- I will notify The State Bar of California in writing within 30 days of a change in any information provided in my application, including my address, employment at a qualifying institution, or eligibility to practice law in another jurisdiction. Eligibility would be changed by suspension, resignation with or without charges pending, disbarment, or its functional equivalent.
- I will provide The State Bar of California with a forwarding address to which any notices or papers may be mailed, as well as an email address where emails may be delivered, within 30 days of cessation of employment by the Qualifying Institution.
- I am aware that filing a certificate containing false information or otherwise failing to comply with the standards of professional conduct required of members of The State Bar of California or the rules governing Registered Legal Aid Attorneys will subject me to the disciplinary jurisdiction of The State Bar of California.

I declare under penalty of perjury under the laws of The State of California that the foregoing application and any attachments to it are true and correct.

*

Applicant Declaration



Accept Declaration

415-538-2000

MJP Registered Legal Aid Attorney Application

Case

MJP Registered Legal Aid Attorney Application



MJP Registered Legal Aid Attorney Application Fees

Payment Policies

Credit and debit card payments: For credit or debit card payments, a processing fee of 2.5 percent will be added to all charges. If your credit or debit card transaction is denied, you will not be able to submit your application until you provide another Mastercard, Visa, American Express, or Discover card.

ACH (e-check) payments: You may also make a payment by ACH at no cost. You will need your Bank Routing Number and your Account Number. If you are opting to pay by e-check, please be sure to confirm that all payment and account information is correct. It takes 7 days for payment to be processed by our bank processor. If within that 7 days the payment is declined, returned for insufficient funds, or for any other reason, your application will not be considered complete until a replacement payment with any imposed late fees and service charges is received. A \$20 service charge will be assessed for any declined payments or insufficient funds. Until the application is brought to a completed status, any applicable late fee charges in effect will be applied. **Please note that you are advised that not all banks allow payments from a savings account and the transaction may be declined.**

After submitting payment, please proceed to the final confirmation screen to submit the application.

Name	Amount
Application Fee for Out-of-State US Attorney	\$635.00
Total for eCheck Payment (ACH)	\$635.00
Total for Credit Card Payment	\$650.88

Accept Fees

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administration of justice

415-538-2000

MJP Registered Legal Aid Attorney Application

Case

MJP Registered Legal Aid Attorney Application



Payment Amount \$ 635.00

Payment Method

Billing Information

First Name

Last Name

Address

City

State

Zip Code

Country

Email



Payment must be completed to view confirmation.

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415-538-2000

MJP Registered Legal Aid Attorney Application

Case

MJP Registered Legal Aid Attorney Application



Payment Amount \$ 650.88

Payment Method Credit Card

Billing Information

First Name

Last Name

Address

City

State

Zip Code

Country

Email



Payment must be completed to view confirmation.

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415-538-2000



The State Bar of California
MJP Program – Office of Admissions
845 S. Figueroa Street, Los Angeles, CA 90017-2515
(213) 765-1500

Registered Legal Aid Attorney Program Application – **Attachment B**
Declaration of Eligible Legal Aid Organization

Registered Legal Aid Attorney Applicant Name: _____

Name of Supervising Attorney (must be an active California attorney): _____

Name of Eligible Legal Aid Organization: _____

Address of Eligible Legal Aid Organization: _____

City: _____ State: _____ Zip: _____

Email of Eligible Legal Aid Organization: _____ Phone: _____

The applicant above is or will be employed as a Registered Legal Aid Attorney by the provider referenced above. The effective date of employment is: _____.

An “**Eligible Legal Aid Organization**” define by California Rules of Court, rule 9.45 is defined as:

- (A) A nonprofit entity in good standing in California and in the state in which it is incorporated, if other than California, that provides legal aid in civil matters, including family law and immigration law, to indigent and disenfranchised persons, especially underserved client groups, such as the elderly, persons with disabilities, people of color, juveniles, and limited English proficient persons; or
- (B) A nonprofit law school approved by the American Bar Association located in California or accredited by the State Bar of California that provides legal aid as described above in subdivision (A); or
- (C) Entities that receive IOLTA funds pursuant to Business and Professions Code, section 6210, et seq., are deemed to be eligible legal aid organizations.

Date: _____

Employer Representative/Supervising Attorney: _____
(Print Name)

Employer Representative/Supervising Attorney: _____
(Signature)



The State Bar of California
MJP Program – Office of Admissions
845 S. Figueroa Street, Los Angeles, CA 90017-2515
(213) 765-1500

Registered Legal Aid Attorney Program Application – **Attachment C**
Declaration of Supervising Attorney

- a. I am an active member in good standing of The State Bar of California.
- b. I have actively practiced law in California and have been a member in good standing of The State Bar of California for at least 2 years immediately preceding the time of supervision.
- c. I have practiced law as a full-time occupation for at least 4 years.
- d. I am currently employed by: _____.
- e. I will not supervise more than 2 Registered Legal Aid Attorneys concurrently.
- f. I will assume professional responsibility for any work that the Registered Legal Aid Attorney performs under my supervision.
- g. I will assist, counsel, and provide direct supervision of the Registered Legal Aid Attorney in the activities authorized by this rule and review such activities with the supervised attorney to the extent required for the protection of the client.
- h. I will read, approve, and personally sign any pleadings, briefs, or other similar documents prepared by the Registered Legal Aid Attorney before their filing, and read and approve any documents prepared by the Registered Legal Aid Attorney for execution by any person who is not a member of The State Bar of California before their submission for execution.
- i. I understand that in my absence I may designate another attorney meeting the requirements of California Rule of Court, rule 9.45 (h) to provide the supervision required by this rule.
- j. I will notify The State Bar of California within 30 days (on behalf of the Eligible Legal Aid Organization) if the employment of the Registered Legal Aid Attorney ends, if the status of the Eligible Legal Aid Organization changes, or if my status as a member of The State Bar of California or as a Supervising Attorney changes.

To the best of my knowledge and after reasonable inquiry the application is of good moral character and qualifies for registration under California Rules of Court, rule 9.45 and the Registered Legal Aid Attorney program rules. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Supervising Attorney Name: _____ Bar Number: _____

Eligible Legal Aid Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Supervising Attorney Email: _____ Phone: _____

Supervising Attorney Signature: _____ Date: _____

MJP Registered Military Spouse Attorney Application

Case # 00574147

APPLICATION INSTRUCTIONS

Please reference: <http://www.calbar.ca.gov/Admissions/Special-Admissions/Multijurisdictional-Practice-MJP> for more information.



The State Bar of California

[Log in](#) | [News](#) | [Forms](#) | [Contact](#)



Multijurisdictional Practice (MJP) Program Overview



Non-California attorneys from other U.S. jurisdictions who would like to practice in California are required to register with the State Bar and meet certain qualifications. The goal is to ensure that an attorney licensed in another U.S. jurisdiction who practices in California is appropriately versed in California and other applicable law, including rules regarding ethical conduct.

The attorneys who can practice under this program include:

- Application Instructions
- Personal Information
- Legal Education
- Jurisdictions of Admission
- Employer Information
- Required Documentation Upload
- Verification



SAN FRANCISCO
(Main Office)
180 Howard St.

MJP Registered Military Spouse Attorney Application

Case # 00574147

PERSONAL & CONTACT INFORMATION

Please fill out all related personal and contact information, and/or ensure that any pre-existing information is accurate and up-to-date.

It is the applicant's responsibility to inform the State Bar's Office of Admissions of any changes to their preferred email address, preferred phone number, and mailing address on record.

Email Addresses

Private Email

Work Email

Preferred Email

--None--

Save

Phone Numbers

Private Phone

Work Phone

Preferred Phone

--None--

Foreign Phone

- Application Instructions
- Personal Information
- Legal Education
- Jurisdictions of Admission
- Employer Information
- Required Documentation Upload
- Verification

Private Phone

Work Phone

Preferred Phone

Foreign Phone

Save

Mailing Address

Mailing Country

Mailing Street

Mailing City

Mailing State/Province

Mailing Zip/Postal Code

Save

MJP Registered Military Spouse Attorney Application

Case # 00574147

Application Instructions

Personal Information

Legal Education

Jurisdictions of Admission

Employer Information

Required Documentation Upload

Verification

LEGAL EDUCATION

Please indicate below all law schools attended, even if you do not claim credit for the law study completed at each law school. If you are attending a foreign law school, or if your law school is not listed, please provide the name of your school within the "School Name (Manual Entry)" field and leave the "Law School" field blank. Please also ensure to select the appropriate "Country" for all the legal education you provide.

Lastly, if you obtained, or will obtain, multiple degrees from the same law school (e.g. both a J.D. degree and an LL.M. degree), please list each program/degree separately.

Legal Education							New
School	BX Transcript St...	Date From	Date To	Graduation Date	Degree Earned (...)		
NEW YORK UNIVERS...	Unverified	Aug 22, 2005	May 12, 2008	May 16, 2008	Juris Doctorate (J.D.)		

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MJP Registered Military Spouse Attorney Application

Case # 00574147

Application Instructions

Personal Information

Legal Education

Jurisdictions of Admission

Employer Information

Required Documentation Upload

Verification

LEGAL EDUCATION

Please school blank.

Lastly, separa

Let

Scho

NEW

Law School

Search Accounts...

Country

--None--

State/Province

--None--

City

Student ID

Date From

Date To

Present

Graduation Date

Degree Earned (or anticipated)

law school. If you are attending a foreign law Entry" field and leave the "Law School" field

4. degree), please list each program/degree

New

Date

Degree Earned (...)

08

Juris Doctorate (J.D.)

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Case # 00574147

Application Instructions

Personal Information

Legal Education

Jurisdictions of Admission

Employer Information

Required Documentation Upload

Verification

LEGAL EDUCATION

Please school blank.

Lastly, separa

Let

Scho

NEW

State/Province

--None--

City

Student ID

Date From

Date To

Present

Graduation Date

Degree Earned (or anticipated)

--None--

Cancel

Save

law school. If you are attending a foreign law Entry" field and leave the "Law School" field

4. degree), please list each program/degree

New

Date

Degree Earned (...)

08

Juris Doctorate (J.D.)

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MJP Registered Military Spouse Attorney Application

Case # 00574147

Application Instructions

Personal Information

Legal Education

Jurisdictions of Admission

Employer Information

Required Documentation Upload

Verification

JURISDICTIONS OF ADMISSION

Please provide any information regarding jurisdictions you are either currently admitted to or have been admitted to in the past. This includes both foreign and domestic jurisdictions.

A Certificate of Good Standing (Certificate) and documentation indicating whether there has been a history of discipline must be submitted for each jurisdiction in which you have been admitted to practice law. Only one Certificate needs to be submitted from each jurisdiction. Attorneys whose status is inactive need only submit a letter of disciplinary history. If you are a General or Attorney Applicant, and are suspended or disbarred from practice as a result of a disciplinary proceeding, you are not eligible to submit an Application for Determination of Moral Character, and thus you are not eligible for the Multijurisdictional Practice Program (*Rule 4.41(A) of the Rules of the State Bar of California (Admission Rules)*).

Jurisdictions of Admission

New

Jurisdiction ...	Jurisdiction ...	Standing	Admit Date	Certificate Ty...	CGS Received Date	CGS Issued Date	
New York	NY	Active	Mar 20, 2009	Certificate of Go...		Nov 22, 2019	

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MJP Registered Military Spouse Attorney Application

Case # 00574147

Application Instructions

Personal Information

Legal Education

Jurisdictions of Admission

Employer Information

Required Documentation Upload

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JURISDICTIONS OF ADMISSION

Please provide any information regarding jurisdictions you are either currently admitted to or have been admitted to in the past. This includes both foreign and domestic jurisdictions.

A Certificate of Good Standing (Certificate) and documentation indicating whether there has been a history of discipline must be submitted for each jurisdiction in which you have been admitted to practice law. Only one Certificate needs to be submitted from each jurisdiction. Attorneys whose status is inactive need only submit a letter of disciplinary history. If you are a General or Attorney Applicant, and are suspended or disbarred from practice as a result of a disciplinary proceeding, you are not eligible to submit an Application for Determination of Moral Character, and thus you are not eligible for the Multijurisdictional Practice Program (*Rule 4.41(A) of the Rules of the State Bar of California (Admission Rules)*).

Jurisdiction

Bar Number

Date Applied for Admission (MM/YYYY)

Admit Date

Date To

Present

Standing

Reason for Inactive/Suspended Standing

Inactive Date

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San Francisco, CA 94105
415-538-2000

MJP Registered Military Spouse Attorney Application

Case # 00574147

Application Instructions

Personal Information

Legal Education

Jurisdictions of Admission

Employer Information

Required Documentation Upload

Verification

JURISDICTIONS

Please provide details of the jurisdictions in which you have been admitted to practice in the past. This includes both foreign and domestic jurisdictions.

A Certificate of Admission must be submitted for each jurisdiction in which you are currently in practice as a result of a disciplinary action.

New

CGS Received Date

CGS Issued Date

Nov 22, 2019

SAN FRANCISCO (Main Office)

180 Howard St.

San Francisco, CA 94105

415-538-2000

Date Applied for Admission (MM/YYYY)

Admit Date

Date To

Present

Standing

Reason for Inactive/Suspended Standing

Inactive Date

Cancel

Save

MJP Registered Military Spouse Attorney Application

Case # 00574147

- Application Instructions
- Personal Information
- Legal Education
- Jurisdictions of Admission
- Employer Information
- Required Documentation Upload
- Verification

EMPLOYER INFORMATION

Please provide the details of your employer where you serve as Military Spouse Attorney.

The 'End Date of Previous MJP Employment' is only required if it applies to you.

Name of Employer	
Business Street Address	
Business City, State & Zip	
Effective Date of Employment	
Employer Contact Name	
Employer Email	
Employer Phone	
Employer Fax	
Name of Supervising Attorney	
Bar Number of Supervising Attorney	
Email of Supervising Attorney	

Jurisdictions of Admission

Employer Information

Required Documentation Upload

Verification

Name of Employer

Business Street Address

Business City, State & Zip

Effective Date of Employment

Employer Contact Name

Employer Email

Employer Phone

Employer Fax

Name of Supervising Attorney

Bar Number of Supervising Attorney

Email of Supervising Attorney

End Date of Previous Employment

Save

MJP Registered Military Spouse Attorney Application

Case # 00574147

Application Instructions

Personal Information

Legal Education

Jurisdictions of Admission

Employer Information

Required Documentation Upload

Verification

REQUIRED DOCUMENTATION UPLOAD

You must take a few additional steps to provide all of the required documentation to ensure that your application for the MJP Registered Military Spouse Attorney program is approved. After submission of your application, you will receive an email containing the required documents. Please provide the required documents and attachments, by the methods indicated, below:

- **Military Spouse Declaration** - This form must be signed in the presence of a Notary, and it must include the notary's signature and stamp. You may upload the scanned copy to your application case record. Your application will not be approved until we receive this document from you. In addition to this form, applicants must include **two documents proving residency in California**, a copy of their **spouse's military orders** and **proof of marriage certificate, civil union or domestic partnership**.
- **Declaration of Supervising Attorney** – Your supervising attorney must complete and sign this form. This form must be uploaded to your application case record. This is a required form and your application will not be approved until it is received.
- You are required to provide an original **Certificate of Good Standing** from all jurisdictions in which you are admitted. All Certificates of Good Standings must be issued within the last six (6) months of receipt and are required on an annual basis; however, these documents must be post delivered to the Office of Admissions, in Los Angeles. Uploaded copies will **not** be accepted.
- Lastly, we must have record of you submitting an **Application for Determination of Moral Character** via the Applicant Community site or have a current positive determination on file. Upon receipt of all required documentation, you will be approved to practice under the Registered Military Spouse Attorney program rules. However, if your moral character is withdrawn, denied, or abandoned, you will be terminated from the MJP program, immediately.

Uploaded Files

Files Upload

📁 Employer Information

📁 Required Documentation Upload

👍 Verification

certificate, civil union or domestic partnership.

- **Declaration of Supervising Attorney** – Your supervising attorney must complete and sign this form. This form must be uploaded to your application case record. This is a required form and your application will not be approved until it is received.
- You are required to provide an original **Certificate of Good Standing** from all jurisdictions in which you are admitted. All Certificates of Good Standings must be issued within the last six (6) months of receipt and are required on an annual basis; however, these documents must be post delivered to the Office of Admissions, in Los Angeles. Uploaded copies will **not** be accepted.
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Uploaded Files

Files Upload

📁 Upload Files

Or drop files

📁 Title	File Type	Content Size (Bytes)	Last Modified
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MJP Registered Military Spouse Attorney Application

Case # 00574147

📁 Application Instructions

👤 Personal Information

📁 Legal Education

🏠 Jurisdictions of Admission

📁 Employer Information

📁 Required Documentation Upload

👍 Verification

VERIFICATION

Please review the verification items below, and please provide the required information, if/where applicable.

✅ Form Complete

You have successfully provided all the required information for this form. Additional documentation may be required if requested within the instructions.

Submit



SAN FRANCISCO
(Main Office)
180 Howard St.
San Francisco, CA 94105

MJP Registered Military Spouse Attorney Application

Declaration

Fee page

Payment

Confirmation

DECLARATION

As a Registered Military Spouse Attorney of the State Bar of California, I hereby acknowledge and declare the following:

- I am currently an attorney in good standing of and eligible to practice law in at least one jurisdiction in the United States.
- I have not been disbarred, have not resigned with charges pending, and have not been suspended from practicing law for disciplinary misconduct in any other jurisdiction.
- As a Registered Military Spouse Attorney, I am and will continue to be a resident of California.
- I agree to be subject to the disciplinary authority of The Supreme Court of California and The State Bar of California with respect to the law of The State of California governing the conduct of attorneys, to the same extent as a member of The State Bar of California.
- I have not taken and failed the California Bar Examination within the 5 years immediately preceding this application.
- I understand that I may practice for no more than a total of 5 years under this rule and that I must renew my application, annually.
- I agree that in my first year of practice under the Registered Military Spouse Attorney Program, I will satisfy all of the Minimum Continuing Legal Education requirements that members of The State Bar of California must complete every 3 years. After this first year, I will be assigned to a Compliance Group as other members of The State Bar of California and will complete any additional MCLE hours in accordance with the Proportional Requirement Table.
- I will notify The State Bar of California, in writing, within 30 days of a change in any information provided in my application, including my address, employment, or eligibility to practice law in another jurisdiction. Eligibility would be changed by suspension, resignation with or without charges pending, disbarment, or its functional equivalent.
- I will provide The State Bar of California with a forwarding address to which any notices or papers may be mailed, as well as an email address where emails may be delivered, within 30 days of cessation of employment.
- I am aware that filing a certificate containing false information or otherwise failing to comply with the standards of professional conduct required of members of The State Bar of California or the rules governing Registered Military Spouse Attorneys will subject me to the disciplinary jurisdiction of The State Bar of California.

I declare under penalty of perjury under the laws of The State of California that the foregoing application and any attachments to it are true and correct.

*

Applicant Declaration

☐

180 Howard St.
San Francisco, CA 94105

MJP Registered Military Spouse Attorney Application

✓

Fee page

Payment

Confirmation

MJP Registered Military Spouse Attorney Application Fees

Payment Policies

Credit and debit card payments: For credit or debit card payments, a processing fee of 2.5 percent will be added to all charges. If your credit or debit card transaction is denied, you will not be able to submit your application until you provide another Mastercard, Visa, American Express, or Discover card.

ACH (e-check) payments: You may also make a payment by ACH at no cost. You will need your Bank Routing Number and your Account Number. If you are opting to pay by e-check, please be sure to confirm that all payment and account information is correct. It takes 7 days for payment to be processed by our bank processor. If within that 7 days the payment is declined, returned for insufficient funds, or for any other reason, your application will not be considered complete until a replacement payment with any imposed late fees and service charges is received. A \$20 service charge will be assessed for any declined payments or insufficient funds. Until the application is brought to a completed status, any applicable late fee charges in effect will be applied. **Please note that you are advised that not all banks allow payments from a savings account and the transaction may be declined.**

After submitting payment, please proceed to the final confirmation screen to submit the application.

Name	Amount
Application Fee for Out-of-State US Attorney	\$635.00
Total for eCheck Payment (ACH)	\$635.00
Total for Credit Card Payment	\$650.88

Accept Fees

180 Howard St.
San Francisco, CA 94105

MJP Registered Military Spouse Attorney Application

✓

✓

Payment

Confirmation

Payment Amount\$ 635.00

Payment MethodCredit Card

Billing Information

First Name

Last Name

Address

City

State

Zip Code

CountryUnited States

Email

Payment must be completed to view confirmation.

180 Howard St.
San Francisco, CA 94105



The State Bar of California
Office of Admissions – MJP Program
845 S. Figueroa Street, Los Angeles, CA 90017-2515
(213) 765-1500

Registered Military Spouse Attorney Program Application
Attachment B – Declaration of Supervising Attorney

- a. I am an active licensee in good standing of The State Bar of California.
- b. I have actively practiced law in California and been a licensee in good standing of The State Bar of California for at least the 2 years immediately preceding the time of supervision.
- c. I have practiced law as a full-time occupation for at least 4 years in any United States jurisdiction.
- d. I will assume professional responsibility for any work that the Registered Military Spouse Attorney performs under my supervision.
- e. I will assist, counsel, and provide direct supervision of the Registered Military Spouse Attorney in the activities authorized by this rule and will review such activities with the supervised attorney to the extent required for the protection of the client.
- f. I will read, approve, and personally sign any pleadings, briefs, or other similar documents prepared by the registered legal services attorney before their filing, and will read and approve any documents prepared by the Registered Military Spouse Attorney before their submission to any other party.
- g. I agree to assume control of the work of the Registered Military Spouse Attorney in the event the registration of the Military Spouse Attorney is terminated, in accordance with applicable laws.
- h. I understand that in my absence I may designate another attorney meeting the requirements of California Rules of Court, rule 9.41.1(a)(7)(A-F) to provide the supervision required by this rule.
- i. I will notify The State Bar of California within 30 days if the employment of the Registered Military Spouse Attorney ends or if my status as a licensee of The State Bar of California or as Supervising Attorney changes.

To the best of my knowledge and after reasonable inquiry the applicant is of good moral character and qualifies for registration under California Rules of Court, rule 9.41.1 and the Registered Military Spouse Attorney Program Rules. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Name of Supervising Attorney: _____ Bar Number: _____

Employer: _____

Address: _____

City: _____ State: _____ Zip: _____

E-mail: _____ Phone: _____ Fax: _____

Print Name: _____

Signature: _____ Date: _____



The State Bar of California
Office of Admissions – MJP Program
845 S. Figueroa Street, Los Angeles, CA 90017-2515
(213) 765-1500

Registered Military Spouse Attorney Program Application
Attachment D – Military Spouse Declaration

I, _____ (print name), the undersigned applicant for certification as a military spouse attorney within the State of California, do hereby certify I am married to, in a civil union with, or a registered domestic partner (hereinafter referred to as “spouse”) of an active duty service member of the United States Uniformed Services as defined by the Department of Defense (or, for the Coast Guard when it is not operating as a service in the Navy, by the Department of Homeland Security) and that my service member spouse is on military orders stationed in the State of California, as defined by the Department of Defense.

As proof of being a spouse of an active duty service member with military orders to be stationed in the State of California, I attach a copy my spouse’s military orders and proof of my marriage certificate, civil union or domestic partnership.

(Signature of Applicant)

As proof of residency of the State of California, I attach a copy of 2 of the following documents:

California Driver’s License or ID card or DMV printout (must be current)
California vehicle registration – California Registration Certificate (must be current)
California voter’s registration card
Paycheck stub or letter of employment verification on company letterhead (wet signature needed; signed by the Human Resources Department)
Current W2 with home address
Documentation of purchase and occupancy of residential real estate in California – loan papers, tax receipts, escrow papers
Rental Agreement
Original Utility Bill

The foregoing instrument was sworn to be subscribed before me this _____ day of _____, _____, by _____

who has produced _____ as identification.

(Signature of Notary)

(Name of Notary)



OFFICE OF LEGAL SERVICES INNOVATION

An Office of the Utah Supreme Court

SANDBOX PARTICIPANT APPLICATION

The Sandbox is for innovative services models that cannot otherwise be offered under the present Rules of Professional Conduct or are considered the unauthorized practice of law. There are a few qualifications to this mandate:

1. The Sandbox is for all business and service models falling under Utah Rule of Professional Conduct 5.4 and Utah Supreme Court Standing Order No. 15. ****PLEASE NOTE:** As of December 10, 2020, the Court has halted consideration of "bare referral fee arrangements" within the Sandbox. "Bare referral fee arrangements" are defined as "those in which payment is made by the lawyer to the nonlawyer solely to compensate the nonlawyer for referring a potential client to the lawyer; there is no other business relationship between the lawyer and nonlawyer." Proposals other than bare referral fee arrangements will continue to be considered for authorization in the Sandbox.
2. Suspended or disbarred lawyers are barred from holding an ownership interest of greater than 10% in any Sandbox entity.
3. The Sandbox is not meant to be a mechanism by which out-of-state lawyers can practice in Utah without otherwise completing the requirements imposed by the Utah State Bar.
4. The Sandbox does not and cannot impact requirements imposed by other applicable Utah or federal laws, the laws or requirements imposed by other jurisdictions, or the requirements imposed by other regulatory bodies. Authorization to practice law in Utah through the Sandbox does not release any entity or individual therein from conforming to all other applicable laws and regulations.
5. As made clear in Rule 5.4 and Standing Order No. 15, lawyers working with or in entities participating in the Sandbox are required to maintain their duties under the Rules of Professional Conduct.

Your application will be made publicly available. You will have the opportunity to make a claim of business confidentiality for specific information that would qualify for protection under GRAMA Section 63G-2-305. Making false or materially misleading statements in this application is a basis for loss of authorization to practice within the Sandbox. Other criminal and civil sanctions may also apply.

Should your answers to any of the application questions change, you are responsible for updating the information with the Innovation Office. Failure to promptly update information will be considered relevant to your regulatory status.

If you have any questions, please contact the Innovation Office at sandbox@utcourts.gov.

1. PROPOSED SERVICES

1.1. Describe your proposed legal services offering in detail.

Please include (i) who provides the legal services, (ii) how consumers will access/receive these services, and (iii) what your service will do for your customers.

1.2. Describe the entity business model you want authorized in the Sandbox, including the management structure which will oversee direct legal service providers.

1.3. Why is your proposal eligible to enter the Sandbox?

Identify the specific model, service or product innovations that are not permitted under the traditional rules governing the practice of law.

1.4. Describe your target consumer(s).

For example: single parents making <\$50,000 in a custody dispute, first generation college students in a landlord-tenant dispute; renters 40+ years planning for retirement; college educated entrepreneurs seeking legal advice in starting a business.

1.5. Which service models are you seeking to use? Select all that apply.

- ☐ Lawyers employed or managed by a nonlawyer
 - ☐ Less than 50% nonlawyer ownership
 - ☐ More than 50% nonlawyer ownership
 - ☐ Lawyers sharing fees with non lawyers
 - ☐ Nonlawyer provider¹ with lawyer involvement²
 - ☐ Nonlawyer provider without lawyer involvement³
 - ☐ Software provider with lawyer involvement
 - ☐ Software provider without lawyer involvement
 - ☐ Other:
-

1.6. Which legal service categories are you seeking to offer?

- | | | |
|---|---|--|
| <input type="checkbox"/> Accident/Injury | <input type="checkbox"/> Education | <input type="checkbox"/> Housing - Rental |
| <input type="checkbox"/> Adult Care | <input type="checkbox"/> Employment | <input type="checkbox"/> Marriage and Family |
| <input type="checkbox"/> Business | <input type="checkbox"/> End of Life Planning | <input type="checkbox"/> Military |
| <input type="checkbox"/> Criminal ⁴ - Expungement ONLY | <input type="checkbox"/> Financial Issues | <input type="checkbox"/> Native American + Tribal Issues |
| <input type="checkbox"/> Discrimination | <input type="checkbox"/> Immigration | <input type="checkbox"/> Public Benefits |
| <input type="checkbox"/> Domestic Violence | <input type="checkbox"/> Healthcare | <input type="checkbox"/> Real Estate |
| | | <input type="checkbox"/> Traffic - civil actions / citations |

¹ Provider means legal practitioner: a provider who or which is practicing law, including offering legal advice.

² Involvement denotes a range of activities, including guidance on initial development of forms, scripts, processes, software. It could mean a lawyer does sample reviews of product/service performance. It could mean a lawyer is available to advise the nonlawyer provider as needed - including via red flag trap doors in software.

³ -"Without lawyer involvement" means either (1) a Utah-licensed lawyer provides guidance and oversight at the front end of the development of the service model only but has no ongoing oversight, or (2) no Utah-licensed lawyer is involved in the development or provision of legal service at all.

⁴ **Please note** At this time nontraditional service providers (nonlawyers or software providers) will only be authorized to provide expungement-related services. Lawyer employees can provide general criminal legal services.

2. RISK ASSESSMENT

The Innovation Office must assess whether new legal service models cause consumers to get inappropriate or otherwise flawed legal results, fail to exercise legal rights through ignorance or bad advice, or purchase an unnecessary or inappropriate legal service.

- 2.1. Fully and candidly discuss the risks your customers might face if they use your proposed model, including each of the risks described above.**

2.2. Describe the specific ways you will identify, track, and mitigate the risks to consumers in your proposed model.

These efforts could include quality control measures, training, provider testing.

2.3. Please describe your consumer complaint process.

3. BENEFITS TO UTAH CONSUMERS

The Innovation Office is assessing potential benefits of proposed offerings to the Utah legal market.

- 3.1. Describe how your model will provide higher quality, more cost effective, and more accessible legal services for your target consumers.**

3.2. Does your proposal comply with applicable Utah legal requirements?

For example: staffed by UT licensed attorneys, built to complete state legal forms.

3.3. Identify which of your service models are ready to immediately implement.

The Office of Innovation is only authorized to consider proposals which are ready to begin offering legal services not currently authorized in Utah at the time of authorization.

4. CONFIRMATION OF ELIGIBILITY

- 4.1. List all persons and entities who wholly or partially direct the management or policies of your proposed entity and/or the direct provision of legal services to consumers, whether through ownership of securities, by contract, or otherwise (“controlling persons”).**
- 4.2. List all persons and entities who will wholly or partially (greater than 10%) finance the business of your proposed entity (“financing persons”).**
- 4.3. Please note that no financing person may be a disbarred or suspended lawyer. List all controlling persons who are disbarred or suspended lawyers.**
- 4.4. List all controlling persons or financing persons of your proposed entity who have a felony criminal history.**

- 4.5. List all persons who will be in a managerial role over the direct provision of legal services to consumers who are disbarred lawyers.**
- 4.6. List all persons who will be in a managerial role over the direct provision of legal services to consumers who have a felony criminal history.**
- 4.7. Please select the most accurate description: My proposed entity has a material corporate relationship and/or business partnership with:**
- ☐ A disbarred or suspended lawyer
 - ☐ An individual with a felony criminal history
 - ☐ Neither a disbarred / suspended lawyer nor an individual with a felony criminal history
- 4.8. Disclose any history of state or federal criminal (misdemeanor or felony) conviction, state or federal consent decree, or state or federal enforcement action resulting in sanctions (disgorgement, civil penalties, and/or injunction) for the entity and, if applicable, its parent and other affiliated companies.**

4.9. Disclose whether the entity, parent, and other affiliated companies are, to their knowledge, currently subject to a state or federal criminal investigation or state or federal enforcement action.

I confirm that no financing persons listed in this application are disbarred or suspended lawyers.

Signature: _____

Printed Name: _____

Title: _____ Date: _____

SELLING OF CONSUMER DATA DISCLOSURE

Please indicate whether your business model includes the sharing or selling of consumer data in any form to third parties.

- ☐ Yes
- ☐ No

PUBLIC APPLICATION

Your application will be made publicly available. You will have the opportunity to make a claim of business confidentiality for specific information that would qualify for protection under GRAMA Section 63G-2-305. Making false or materially misleading statements in this application is a basis for loss of authorization to practice within the Sandbox. Other criminal and civil sanctions may also apply.

- ☐ I understand.

Signature: _____

Printed Name: _____

Title: _____ Date: _____