



The State Bar of California

OPEN SESSION

AGENDA ITEM O-500

OCTOBER 2022

COMMITTEE OF BAR EXAMINERS

DATE: October 14, 2022

TO: Members, Committee of Bar Examiners

FROM: Tara Clark, Program Manager, Moral Character Determinations
David Lane, Senior Attorney, Moral Character Determinations
Vince Reyes, Committee of Bar Examiners
Dolores Heisinger, Committee of Bar Examiners

SUBJECT: Action on Revisions to the Admissions Rules Pertaining to Moral Character;
Recommendation to Circulate for Public Comment and Approval of Procedures
Related to Moral Character

EXECUTIVE SUMMARY

Chapter 4 of Title 4 of the Rules of the State Bar describes the moral character determination requirements and process. Among other things, the rules dictate when an Application for Determination of Moral Character may be submitted; how the application will be processed; and when an application may be deemed filed, abandoned, or withdrawn. After an extensive review of the moral character rules and processes, this agenda item requests that the Committee of Bar examiners take the following actions: (1) adopt the amended Procedures Governing Informal Conferences (Attachment E); (2) adopt the amended Procedures Regarding Requests for Administrative Review (Attachment G); and (3) recommend to the Board of Trustees that the proposed rule amendments (Attachments A and C) be circulated for a 45-day public comment period. The updated Application of Determination of Moral Character is provided for informational purposes.

BACKGROUND

In 2019, the Moral Character Working Group was created to review and evaluate the existing methodology for processing moral character applications, develop clear and appropriate standards and guidelines for moral character determinations, ensure greater uniformity and

consistency in decision-making, provide transparency into the moral character evaluation process, and ensure that the State Bar provides appropriate consideration for rehabilitative efforts undertaken by applicants. The working group completed its work in 2020. The working group's final documents were reviewed and approved by the Committee in April 2020 and the Board of Trustees in May 2020. The documents and information became available on the State Bar's website in mid-2020.

The Office of Admissions is reviewing all of its rules, procedures, and practices. The goals of this review process include ensuring clarity for applicants, consistent application of the rules and policies by staff, providing new tools for applicants to understand and meet their obligations, and updating obsolete or outdated rules, procedures, and practices. In addition, the Office of Admissions is examining its rules and processes with an eye to ensuring that all are necessary and appropriate to ensure public protection. In evaluating the rules and processes, staff examined, among other things, questions received from applicants, common areas of misunderstanding or confusion amongst applicants, and applications from other jurisdictions. In addition to the documents put forth for the Committee's review and consideration, staff will review and revise the Instructions for Application for Determination of Moral Character and Application for Extension of Determination of Moral Character, the Frequently Asked Questions, and information available on the State Bar's website.

Staff identified several rules that create confusion amongst applicants and require clarity. For example, as currently written, Rule 4.43 regarding when an application will be deemed abandoned does not clearly explain the process. In addition, some rules are not consistent with one another and require revision. Currently, Rule 4.45(C)(2) states that the State Bar may notify the applicant within 120 days of receiving additional information requested that the applicant has been denied a positive moral character determination. In contrast, Rule 4.46(A) clearly states that the State Bar will invite an applicant to an informal conference prior to rendering an adverse determination.

The proposed changes to the procedures are intended to eliminate outdated or duplicative information, ensure clarity, and transition to gender-neutral pronouns.

At the Committee's August meeting, staff identified the plan to seek revisions to the moral character rules and processes. Committee members Vince Reyes and Dolores Heisinger volunteered to work with staff on developing the proposal to be brought back to the Committee.

DISCUSSION

RULE CHANGES

Generally, the proposed rule changes are intended to add pertinent information not currently encapsulated in the rules, eliminate outdated information, and ensure consistency within the rules. The most substantive proposed revisions are discussed below.

Rule 4.3 defines terms relevant to admission to practice law in California that are relied on elsewhere in the rules. The proposed changes include defining the term “informal conference” for the purposes of these rules. Additionally, staff proposes adding “electronic transmission” to the definition of “receipt,” as the Office of Admissions primarily sends information electronically since the implementation of the Admissions Information Management System (AIMS).

Rule 4.6 states what the Committee or the State Bar Court may do during an investigation or hearing, such as compel the attendance of witnesses and the production of documents by subpoena. The proposed change eliminates the rule as it is inaccurate and unnecessary¹.

Rule 4.42 includes a requirement that the applicant notifies the Office of Admissions of changes or new information relevant to the application until the applicant is admitted to practice law. Rule 4.50 states that the State Bar may suspend an applicant’s positive moral character determination before certifying the application for admission to the practice of law. In other words, it appears to suggest that an applicant’s moral character cannot be suspended after certification to the Supreme Court for admission, but prior to the applicant taking the attorney’s oath. The inconsistencies between these rules have created situations in which applicants were required to provide the Office of Admissions with additional or new information, but the office was unable to act on the information by suspending a positive moral character determination². The proposed changes will fix the inconsistencies to ensure that the office will be able to suspend a positive moral character determination prior to the applicant’s admission to practice law by taking the attorney’s oath. The State Bar’s duty to protect the public demands this interpretation of the inconsistent language.

Rule 4.44(B) states an applicant must file a request to withdraw an application for hearing with the Office of Chief Trial Counsel. This information is inaccurate³ and, therefore, staff proposes eliminating it.

Rule 4.45(B) and (C) outline when the State Bar must provide the applicant with a status update or other notifications. Subsection (B) states that a status report is issued to the applicant at least every 120 days while the application is pending. Subsection (C)(2) includes that, within 120 days of receiving the requested information, the State Bar notifies the applicant that they have not met the burden of establishing good moral character. The proposed changes include eliminating subsection (B), as it is unnecessary since the State Bar is required to notify the applicant of the status of the application, including if a positive determination has been granted, further consideration is required, the applicant is invited to an informal conference, or the applicant is offered an Agreement of Abeyance. Staff also proposes eliminating subsection

1 Rule 4.6 became inaccurate when governing statutes such as Business and Professions Code sections 6049 and 6052 were amended to reflect procedural changes that affected the Committee’s role in formal hearings. The Rules of Procedure of the State Bar of California govern moral character proceedings in the State Bar Court.

2 The described situation has occurred at least twice in recent years. In these instances, since the Office of Admissions was unable to suspend the positive moral character determination, staff referred the information to the Office of Chief Trial Counsel to consider once the applicant was admitted to practice law in California.

3 A request to withdraw an application for hearing must be filed with the State Bar Court. Those proceedings are governed by the Rules of Procedure of the State Bar Court.

(C)(2), as an adverse determination cannot be rendered unless the applicant has been invited to attend an informal conference. (Rule 4.46(A), *Admissions Rules*.)

Rule 4.46(B) grants the Committee the authority to establish procedures for an informal conference. The rule also states that the applicant can make a written or oral statement and present documentary evidence at an informal conference. Staff proposes modifying the language so that it more accurately reflects the informal nature of the conference by stating more broadly that the applicant “will have an opportunity to present information for consideration.”

Rule 4.47(B) states that a copy of a request for hearing must be served on the Office of Admissions and the Office of Chief Trial Counsel. It also states that the Committee must promptly transmit all files related to the application to the Office of Chief Trial Counsel. This information is unnecessarily duplicative of the Rules of Procedure of the State Bar Court and, therefore, staff proposes eliminating it.

Rule 4.50(C)⁴ is proposed to codify a current practice. Although applicants have a continuing duty to provide additional or new information relevant to the application to the Office of Admissions, our experience has demonstrated that applicants do not always independently satisfy this obligation. As a result, around January 2010, the State Bar began sending applicants a questionnaire requesting updated information 18 months after they had been granted a positive determination. The proposed rule codifies that practice to ensure that the State Bar has the information necessary to meet its public protection obligation. Procedurally, the State Bar will continue to send an applicant who has received a positive moral character determination and is not yet certified to the California Supreme Court as qualified for admission to practice law in California a questionnaire to prompt disclosure of any updated or new information, 18 months after the issuance of the positive determination. If the applicant fails to respond to the questionnaire within 60 days of the date on which it was sent, the positive determination will be suspended. The applicant’s positive determination may be reinstated once the State Bar receives the completed questionnaire.

The additional proposed changes to the other rules are intended to provide more clarity, update necessary information, and transition to gender-neutral pronouns.

Two versions of the proposed rule changes are included because of the outstanding proposed changes to Rules 4.51 and 4.52⁵.

PROCEDURES

Generally, the proposed changes to the procedures are intended to eliminate outdated or duplicative information and ensure clarity. The most substantive proposed revisions are discussed below.

⁴ The proposed change to Rule 4.51 includes the recommended addition to Rule 4.50.

⁵ Two *Admissions Rules* relevant to moral character were revised in connection with the effort to eliminate the five-year validity of a passing bar exam score.

Procedures Governing Informal Conferences

Paragraph “E” states that “the informal conference is intended to be informative and neither the applicant nor staff will be bound by strict rules of evidence.” Staff proposes the elimination of E as the information is unnecessary. The purpose of the informal conference is stated in the definition at the beginning of the procedures, and informal proceedings, by definition, are not governed by the rules and procedures that apply in formal hearings.

Paragraph “G” outlines how an applicant may attend an informal conference. Prior to the COVID-19 pandemic, all conferences were held in person unless the applicant demonstrated good cause and was allowed to participate remotely. Since adopting video conferencing software, the State Bar has held informal conferences remotely since approximately March 2020. The proposed revisions indicate that the applicant will attend the conference remotely unless they demonstrate good cause to attend in person with at least one member of the panel.

Paragraph “J” allows the applicant to attend an informal conference with or without counsel. If the applicant has counsel, counsel is not allowed to participate in the conference but may confer with the applicant off the record. It also states that “only the applicant may provide oral or written statements and may present documentary evidence” in support of their application. Staff proposes amending this language to state that the applicant “will have the opportunity to present information for consideration,” as it more accurately reflects the process.

Paragraph “N” states that “notices of denials of good moral character must be sent to applicants by certified mail with a proof of service.” The proposed changes allow staff to send the notice via email and eliminate the need to mail a hard copy notice via certified mail.

Procedures Regarding Requests for Administrative Review by the Committee of Bar Examiners of Adverse Moral Character Determinations

Paragraph “E” states, in part, that “the panel will consider the entirety of the record including the informal conference recording, if any, and any supplemental material provided by the applicant at the time of the request for administrative review.” Staff proposes that this information be moved to paragraph “F,” so that paragraph “F” states when the panel will review the record and what it will consider.

Paragraph “I” states that “a notice of denial of a positive moral character determination will be sent to the applicant by certified mail with [a] proof of service.” The proposed changes allow staff to send the notice via email and eliminate the need to mail a hard copy notice via certified mail.

Paragraph “K” describes the process by which an applicant denied a positive moral character determination by the Committee may file a request for hearing with the State Bar Court and the applicable rules. Staff proposes eliminating K as it goes beyond the scope of procedures regarding administrative review by the Committee and is duplicative of the Rules of Procedure

of the State Bar, which govern requests for hearing with the State Bar Court.

UPDATED APPLICATION FOR DETERMINATION OF MORAL CHARACTER

The Application for Determination of Moral Character requires detailed information about the applicant's history. During the review of the rules, procedures, and practices relevant to moral character, staff also reviewed the Application for Determination of Moral Character to increase clarity and ensure that it captures information that is relevant to a moral character determination and essential for public protection. Staff reviewed applications from 46 other jurisdictions across the U.S. to identify subjects of inquiry that currently are not covered by the application in California.

Staff's review and research led to modifications to clarify information in the application, add new questions, and alter existing questions by, for example, placing time restrictions on certain requirements and requested information. The Law Enforcement Matters section, formerly called "Convictions," was rewritten to reduce the burden on applicants by increasing clarity, while still ensuring that relevant matters are disclosed.

The current application requires the submission of complete driving records from all jurisdictions outside of California in which applicants have held a driver's license. The amended application will require applicants to provide records only from jurisdictions in which they held a license within the last 10 years or since the age of 18, whichever is shorter. Similarly, the amended application will require applicants to provide their residence history, employment that is not law-related, self-employment that is not law-related, and any gaps in residence history or activity for the last 10 years or since the age of 18, whichever is shorter. These changes will ensure that the application requests only necessary information and is not unnecessarily overburdensome.

The additional questions are intended to solicit necessary information to render a moral character determination and protect the public. The new questions relate to the following topics: suspension or revocation of a driver's license, termination for cause or resignation in lieu of termination, court sanctions, the unauthorized practice of law, being declared a vexatious litigant, and written warnings or sanctions related to the administration of a bar exam.

The question regarding a current chemical dependency issue was eliminated as duplicative since the information sought is responsive to the question regarding an applicant's ability to practice law in accordance with the duties and ethical obligations of an attorney.

The updated Application of Determination of Moral Character is provided for informational purposes.

FISCAL/PERSONNEL IMPACT

None

RECOMMENDATIONS

It is recommended that the Committee of Bar Examiners request that the Board of Trustees circulate for a 45-day public comment period the rule changes reflected in Attachment A and C to revise the *Admissions Rules* relevant to moral character. It is further recommended that the Committee approve the proposed revisions to the Procedures Governing Informal Conferences and the Procedures Regarding Requests for Administrative Review.

PROPOSED MOTION

Should the Committee of Bar Examiners agree with the staff recommendation, the following motion should be made:

MOVE, that the Committee of Bar Examiners recommends to the Board of Trustees to circulate the proposed rules set forth in Attachments A and C for a 45-day public comment period.

FURTHER MOVE, that the Committee of Bar Examiners approves the proposed revisions to the Procedures Governing Informal Conferences and the Procedures Regarding Requests for Administrative Review.

ATTACHMENTS LIST

- A. Proposed Amendments to Title 4 of the Rules of the State Bar Relevant to Moral Character (Redline)
- B. Proposed Amendments to Title 4 of the Rules of the State Bar Relevant to Moral Character (Clean)
- C. Proposed Amendments to Title 4 of the Rules of the State Bar Relevant to Moral Character with the Revisions Related to the Elimination of the Five-Year Validity of a Passing Bar Exam Score (Redline)
- D. Proposed Amendments to Title 4 of the Rules of the State Bar Relevant to Moral Character with the Revisions Related to the Elimination of the Five-Year Validity of a Passing Bar Exam Score (Clean)
- E. Proposed Revisions to the Procedures Governing Informal Conferences (Redline)
- F. Proposed Revisions to the Procedures Governing Informal Conferences (Clean)
- G. Proposed Revisions to the Procedures Regarding Requests for Administrative Review (Redline)
- H. Proposed Revisions to the Procedures Regarding Requests for Administrative Review (Clean)
- I. Revisions to the Application for Determination of Moral Character (Redline)
- J. Revisions to the Application for Determination of Moral Character (Clean)

TITLE 4. ADMISSIONS AND EDUCATIONAL STANDARDS

Adopted July 2007

DIVISION 1. ADMISSION TO PRACTICE LAW IN CALIFORNIA

Chapter 1. General Provisions

Rule 4.3 Definitions

These definitions apply to the rules in this Division unless otherwise indicated.

- (A) An “American Bar Association Approved Law School” is a law school fully or provisionally approved by the American Bar Association and deemed accredited by the Committee.
- (B) An “attorney applicant” is an applicant who is or has been admitted as an attorney to the practice of law in any jurisdiction.
- (C) The “Attorneys’ Examination” is the California Bar Examination for which attorney applicants may apply, provided they have been admitted to the active practice of law in a United States jurisdiction at least four years immediately prior to the first day of administration of the examination and have been in good standing during that period. The Attorneys’ Examination includes essay questions and performance tests of the General Bar Examination but not its multiple-choice questions.
- (D) A “California accredited law school” is a law school accredited by the Committee but not approved by the American Bar Association.
- (E) The “California Bar Examination” is the examination administered by the Committee that an applicant must pass to be certified to the California Supreme Court as qualified for admission to practice law in California. The California Bar Examination includes the General Bar Examination and the Attorneys’ Examination.
- (F) “The Committee” is the Committee of Bar Examiners of the State Bar of California or, unless otherwise indicated, a subcommittee of two or more of its members ~~whom~~ which the Committee authorizes to act on its behalf.
- (G) “Director of Admissions” or “Director, Admissions” means the Director of the State Bar Office of Admissions, or that person’s designee.
- (H) A “general applicant” is an applicant who has not been admitted as an attorney to the practice of law in any jurisdiction.
- (I) The “General Bar Examination” is the California Bar Examination required of every general applicant. The General Bar Examination consists of multiple-choice questions, essay questions, and performance tests.

- (J) The “First-Year Law Students’ Examination” is the examination that an applicant must pass, unless otherwise exempt.³ It includes questions on contracts, torts, and criminal law.
- (K) An “informal conference” is ~~defined in Rule 4.45.~~ a meeting with an applicant initiated by the State Bar for the purpose of discussing issues relevant to an applicant’s moral character determination.
- (L) The “Office of Admissions” (“Admissions”) is the State Bar office authorized by the Board of Trustees and the Committee to administer examinations and otherwise act on their behalf.
- (M) “Receipt” of a document that the State Bar or Committee sends an applicant is:
- (1) calculated ~~from~~ as the date of ~~mailing and is deemed to be electronic transmission or five~~ 5 days from the date of mailing to a California address; ~~ten~~ 10 days from the date of mailing to an address elsewhere in the United States; and ~~twenty~~ 20 days from the date of mailing to an address outside the United States; or
 - (2) when the State Bar or Committee delivers a document physically by personal service or otherwise.
- (N) “Receipt” of a document sent to the State Bar or Committee is when it is physically received at the Office of Admissions or the date of electronic transmission if permitted to be sent electronically.
- (O) An “unaccredited law school” is a correspondence, distance-learning, or fixed-facility law school operating in California that the Committee registers but does not accredit.
- (P) For purposes of calculating law study credit toward meeting the legal education requirements necessary to qualify to take the First-Year Law Students’ Examination and California Bar Examination, a “year” is defined as the law study successfully completed in the time between the same calendar dates for consecutive calendar years, minus one day.

Rule 4.3 adopted effective September 1, 2008; previously amended effective July 22, 2011; amended effective September 1, 2019.

Rule 4.5 Submissions

- (A) A document filed with the State Bar or Committee pursuant to these rules must be

³ Business & Professions Code § 6060(h).

completed according to instructions; verified or made under penalty of perjury;⁴ and submitted with any required fee.

- (B) A document, which must be complete as defined by the instructions for filing, is deemed filed upon receipt.
- (C) The information obtained by the State Bar as a result of the fingerprinting of an applicant is used to establish identity of the applicant, to determine the moral character of the applicant, and to disclose criminal records of the applicant in California or elsewhere. Any information obtained as a result of fingerprint submission is confidential and for official use of the Committee and the State Bar.
- (D) Information on an examination application that is not required, but is submitted voluntarily by an applicant, including ~~ethnic survey and identification information furnished with applications to take the California Bar Examination~~ demographic data or other identifying information, is separated from the applications at initial processing and may not be associated with applicants, their files, or their examination answers during grading unless there is reasonable doubt about the identity of a person taking an examination and the State Bar requires the information to verify identity.

Rule 4.5 adopted effective September 1, 2008; previously amended effective July 22, 2011; amended effective September 1, 2019.

Rule 4.6 Investigations and Hearings [REPEALED]

~~In conducting an investigation or hearing, the Committee or the State Bar Court may receive evidence; administer oaths and affirmations; and compel by subpoena the attendance of witnesses and the production of documents.~~

Rule 4.6 adopted effective September 1, 2008.

Chapter 4. Moral Character Determination

Rule 4.40 Moral Character Determination

- (A) An applicant must be of good moral character as determined by the State Bar. The applicant has the burden of establishing that ~~he or she is~~ they are of good moral character.
- (B) “Good moral character” includes but is not limited to qualities of honesty, fairness, candor, trustworthiness, observance of fiduciary responsibility, respect for and obedience to the law, and respect for the rights of others and the judicial process.

Rule 4.40 adopted effective September 1, 2008; amended effective September 1, 2019.

⁴ Code of Civil Procedure § 2015.5.

Rule 4.41 Application for Determination of Moral Character

- (A) ~~An applicant must submit an~~ Application for Determination of Moral Character may be submitted after an Application for Registration has been approved. with required fingerprints and the fee set forth in the Schedule of Charges and Deadlines. An attorney who is suspended for disciplinary reasons or disbarred, has resigned with disciplinary charges pending or is otherwise not in good standing for disciplinary reasons in any jurisdiction may not submit an application.
- (B) An Application for Determination of Moral Character must be accompanied by fingerprints and the fee set forth in the Schedule of Charges and Deadlines ~~may be submitted any time after filing an Application for Registration but is deemed filed only when the application is complete. The application will be deemed filed when the State Bar has determined it to be complete.~~
- (C) An attorney who is suspended for disciplinary reasons or disbarred, has resigned with disciplinary charges pending, or otherwise not in good standing for disciplinary reasons in any jurisdiction may not submit an application.

Rule 4.41 adopted effective September 1, 2008; amended effective November 14, 2009; previously amended effective July 22, 2011; amended effective March 9, 2018.

Rule 4.42 Duty to Uppdate Application for Determination of Moral Character

Until ~~admitted to practice law,~~ an applicant has taken the attorney's oath, the applicant who has submitted an Application for Determination of Moral Character has a continuing duty to ~~promptly~~ notify the Office of Admissions, within 30 days, whenever information provided in the application has changed or there is new information relevant to the application. Failure to provide updated or additional information within ~~thirty~~ 30 days after the change or addition to the information originally submitted may be cause for suspension of a positive moral character determination.

Rule 4.42 adopted effective September 1, 2008; amended effective November 14, 2009.

Rule 4.43 Abandonment of Application for Determination of Moral Character

~~(A) — An Application for Determination of Moral Character is deemed abandoned and ineligible for a refund of fees if~~

~~(1) — it is not complete within sixty days after being initiated; or~~

~~(2) — it is complete but the applicant has failed to provide additional information requested by the State Bar within ninety days of the request.~~

(A) Once an application is deemed incomplete by the State Bar and the State Bar provides

the applicant with an incomplete notice describing the deficiencies, the applicant will have 60 days from the date of the notice to cure the deficiencies. If the applicant fails to cure the deficiencies within 60 days, the application will be deemed abandoned, absent a showing of good cause.

- (B) An application that has been deemed complete and filed will be deemed abandoned if the applicant fails to respond to a request for information or documentation within 90 days of the request, absent a showing of good cause.
- (C) An applicant may request a review by the Committee of the State Bar's decision to deem an application abandoned within 30 days of service of the notice of abandonment.
- (D) ~~A new~~ Once an Application for Determination of Moral Character has been deemed abandoned, the applicant must be submitted a new, complete Application for Determination of Moral Character with the required fee and fingerprints if an application has been abandoned to obtain a moral character determination. The State Bar may retain an abandoned application as part of the applicant's file.

Rule 4.43 adopted effective September 1, 2008; amended effective September 1, 2019.

Rule 4.44 Withdrawal of Application for Determination of Moral Character

- (A) An applicant may withdraw an Application for Determination of Moral Character any time before being notified that the State Bar is unable to make a determination without further inquiry and analysis. An applicant who withdraws an application is ineligible for a refund of fees. The State Bar may retain a withdrawn application as part of the applicant's file.
- ~~(B) — An applicant may withdraw an application filed with the State Bar Court for a hearing on an adverse determination of moral character by filing a request for withdrawal with the Office of Chief Trial Counsel and forwarding a copy to the Office of Admissions.~~

Rule 4.44 adopted effective September 1, 2008; previously amended effective November 18, 2016; amended effective September 1, 2019.

Rule 4.45 Notice Regarding Status of Application for Determination of Moral Character

- (A) Within 180 days of ~~receiving a completed Application for Determination of Moral Character, the date on which the State Bar deems an application to be complete and filed,~~ the State Bar will ~~notifies an~~ the applicant ~~that its determination of whether the applicant has received a positive moral character determination is positive or that it the application requires further consideration. A positive determination is valid for thirty-six months.~~
- ~~(B) — While an Application for Determination of Moral Character remains pending, a status~~

~~report is issued to the applicant at least every 120 days.~~

(B) If the State Bar requests additional information after the application is deemed complete and filed, Wwithin 120 days of receiving ~~additional~~ the requested information ~~it has requested~~, the State Bar ~~will notify~~ ies the applicant that:

- (1) the applicant is determined to be of good moral character;
- (2) ~~the applicant has not met the burden of establishing good moral character;~~
- (3) the application requires further consideration;
- (4) the applicant ~~is~~ will be invited to an informal conference; or
- (5) the applicant is ~~advised to enter into~~ offered an Agreement of Abeyance with the State Bar.

Rule 4.45 adopted effective September 1, 2008; previously amended effective November 18, 2016; amended effective September 1, 2019.

Rule 4.46 Informal Conference Regarding Moral Character

- (A) Prior to rendering an adverse determination on a moral character application, the State Bar ~~shall~~ will invite the applicant to an informal conference regarding the application. Acceptance of an invitation is not mandatory, and ~~declining it entails~~ no negative inference will be drawn from an applicant's decision to decline to participate in an informal conference.
- (B) The Committee may establish procedures for an informal conference, ~~with the State Bar and require the State Bar to create~~ which shall include creating a record of it by tape audio recording, video recording, or any other means. The applicant may attend the conference with counsel; ~~make a written or oral statement; and present documentary evidence and will have an opportunity to present information for consideration.~~ Counsel is limited to observation and may not participate.

Rule 4.46 adopted effective September 1, 2008; previously amended effective November 14, 2009; amended effective September 1, 2019.

Rule 4.47~~6~~.1 Request for Review by the Committee of an Adverse Determination

- (A) An applicant notified of an adverse determination by the State Bar of moral character may request a review by the Committee. The request must be submitted to the Office of Admissions within 30 days of the date of the notice of the State Bar's determination. The applicant may submit supplemental material with the request.
- (B) Within 60 days of receipt of ~~the a~~ request for a review, the Committee will conduct a

review of the record, which may include a review of the transcript or recording of the informal conference. The Committee may request additional information from the applicant or from the State Bar. The Committee State Bar must notify the applicant of ~~its~~ the Committee's final determination within 30 days of its decision.

Rule 4.47.1 adopted effective September 1, 2019.

Rule 4.47 ~~Appeal of Request for Hearing on an~~ Adverse ~~Determination of~~ Moral Character Issued by the Committee

(A) If the Committee issues an adverse determination of moral character, an applicant may file a request for hearing on the determination with the State Bar Court in accordance with the Rules of Procedure of the State Bar ~~on Moral Character Proceedings~~. The request must be ~~filed~~ submitted with the fee set forth in the Schedule of Charges and Deadlines within ~~sixty~~ 60 days of the date of service of the notice of adverse determination.

~~(B) A copy of the request for hearing must be served on the Office of Admissions and the Office of Chief Trial Counsel. Upon receipt of service, the Committee must promptly transmit all files related to the application to the Office of Chief Trial Counsel.~~

Rule 4.47 adopted effective September 1, 2008; previously amended effective July 24, 2015; amended effective September 1, 2019.

Rule 4.48 Agreement of Abeyance

- (A) The State Bar ~~and an applicant or Committee~~ may suspend processing of an Application for Determination of Moral Character ~~by upon the State Bar or the Committee and an applicant entering into~~ an Agreement of Abeyance:
- (1) when a court has ordered an applicant charged with a crime to be treated, rehabilitated, or otherwise diverted;
 - (2) when a court has suspended the sentence of an applicant convicted of a crime and placed the applicant on probation;
 - (3) when an applicant is actively seeking or obtaining treatment for ~~chemical dependency or drug or alcohol addiction~~ a substance use issue; or
 - (4) ~~if~~ when the State Bar and an applicant otherwise agree.
- (B) An Agreement of Abeyance must be in writing and specify the period and conditions of abeyance. A copy of the agreement must be provided to the applicant.
- (C) Once the abeyance period has concluded or the conditions of abeyance have been satisfied, the State Bar or the Committee will continue processing the application.

Rule 4.48 adopted effective September 1, 2008; amended effective September 1, 2019.

Rule 4.49 New Application Following an Adverse Determination of Moral Character

~~The State Bar may permit a~~An applicant who has received an adverse moral character determination ~~to may file submit~~ another Application for Determination of Moral Character two years from the date of the final determination or at some other time set by the State Bar or the Committee, for good cause shown, at the time of its adverse determination.

Rule 4.49 adopted effective September 1, 2008; previously amended effective July 24, 2015; amended effective September 1, 2019.

Rule 4.50 Suspension of a Positive Determination of Moral Character

- (A) ~~Before certifying an applicant for admission to the practice of law~~ At any time before an applicant has taken the attorney's oath, the State Bar may notify ~~an the~~ applicant that it has suspended a positive ~~determination of~~ moral character determination if it receives information that reasonably calls the applicant's character into question. The notice must specify the grounds for the suspension.
- (B) The application of an applicant whose positive moral character determination has been suspended is processed in accordance with Rule 4.45.
- (C) The State Bar will send an applicant who has received a positive moral character determination and is not yet certified to the California Supreme Court as qualified for admission to practice law in California a questionnaire to complete 18 months after the issuance of the determination. If an applicant fails to respond to the questionnaire within 60 days of the date on which it was sent, the positive determination will be suspended. The positive determination may be reinstated upon receipt of the completed questionnaire.

Rule 4.50 adopted effective September 1, 2008; previously amended effective July 22, 2011; amended effective September 1, 2019.

Rule 4.51 Validity Period of a Positive Moral Character Determination

A positive ~~determination of~~ moral character determination is valid for ~~thirty-six~~ 36 months. ~~An applicant with a positive determination who has not been certified to practice law within this validity period must submit an Application for Extension of Determination of Moral Character.~~

Rule 4.51 adopted effective September 1, 2008.

Rule 4.52 Extension of a Positive Moral Character Determination

- (A) An applicant who has received a positive moral character determination may submit an

Application for Extension of Determination of Moral Character. ~~The application must be filed in the last six 6 months of the initial thirty-six 36-month validity period of a positive moral character determination, with the required fingerprints and the fee set forth in the Schedule of Charges and Deadlines. The application will be deemed filed when the State Bar has determined it to be complete. If the State Bar makes a positive determination before the initial thirty-six months expires, the initial thirty-six months is extended an additional thirty-six months. If the State Bar makes a positive determination after expiration of the initial thirty-six months, an extension of thirty-six months begins at the time of its determination. Failure to submit an Application for Extension of Determination of Moral Character within this time period will result in expiration of the applicant's positive determination.~~

~~(B) An applicant may request a review by the Committee of the State Bar's decision within 30 days of service of the notice of decision.~~

(B) An applicant may submit subsequent Applications for Extension of Determination of Moral Character if needed. If an applicant fails to submit an Application for Extension of Determination of Moral Character prior to the expiration of the positive determination, the applicant must submit a new Application for Determination of Moral Character with the required fees and fingerprints to obtain a moral character determination.

Rule 4.52 adopted effective September 1, 2008; amended effective September 1, 2019.

TITLE 4. ADMISSIONS AND EDUCATIONAL STANDARDS

Adopted July 2007

DIVISION 1. ADMISSION TO PRACTICE LAW IN CALIFORNIA

Chapter 1. General Provisions

Rule 4.3 Definitions

These definitions apply to the rules in this Division unless otherwise indicated.

- (A) An “American Bar Association Approved Law School” is a law school fully or provisionally approved by the American Bar Association and deemed accredited by the Committee.
- (B) An “attorney applicant” is an applicant who is or has been admitted as an attorney to the practice of law in any jurisdiction.
- (C) The “Attorneys’ Examination” is the California Bar Examination for which attorney applicants may apply, provided they have been admitted to the active practice of law in a United States jurisdiction at least four years immediately prior to the first day of administration of the examination and have been in good standing during that period. The Attorneys’ Examination includes essay questions and performance tests of the General Bar Examination but not its multiple-choice questions.
- (D) A “California accredited law school” is a law school accredited by the Committee but not approved by the American Bar Association.
- (E) The “California Bar Examination” is the examination administered by the Committee that an applicant must pass to be certified to the California Supreme Court as qualified for admission to practice law in California. The California Bar Examination includes the General Bar Examination and the Attorneys’ Examination.
- (F) “The Committee” is the Committee of Bar Examiners of the State Bar of California or, unless otherwise indicated, a subcommittee of two or more of its members which the Committee authorizes to act on its behalf.
- (G) “Director of Admissions” or “Director, Admissions” means the Director of the State Bar Office of Admissions, or that person’s designee.
- (H) A “general applicant” is an applicant who has not been admitted as an attorney to the practice of law in any jurisdiction.
- (I) The “General Bar Examination” is the California Bar Examination required of every general applicant. The General Bar Examination consists of multiple-choice questions, essay questions, and performance tests.

- (J) The “First-Year Law Students’ Examination” is the examination that an applicant must pass, unless otherwise exempt. It includes questions on contracts, torts, and criminal law.
- (K) An “informal conference” is a meeting with an applicant that is initiated by the State Bar for the purpose of discussing issues relevant to an applicant’s moral character determination.
- (L) The “Office of Admissions” (“Admissions”) is the State Bar office authorized by the Board of Trustees and the Committee to administer examinations and otherwise act on their behalf.
- (M) “Receipt” of a document that the State Bar or Committee sends an applicant is:
 - (1) calculated as the date of electronic transmission or 5 days from the date of mailing to a California address; 10 days from the date of mailing to an address elsewhere in the United States; and 20 days from the date of mailing to an address outside the United States; or
 - (2) when the State Bar or Committee delivers a document physically by personal service or otherwise.
- (N) “Receipt” of a document sent to the State Bar or Committee is when it is physically received at the Office of Admissions or the date of electronic transmission if permitted to be sent electronically.
- (O) An “unaccredited law school” is a correspondence, distance-learning, or fixed-facility law school operating in California that the Committee registers but does not accredit.
- (P) For purposes of calculating law study credit toward meeting the legal education requirements necessary to qualify to take the First-Year Law Students’ Examination and California Bar Examination, a “year” is defined as the law study successfully completed in the time between the same calendar dates for consecutive calendar years, minus one day.

Rule 4.3 adopted effective September 1, 2008; previously amended effective July 22, 2011; amended effective September 1, 2019.

Rule 4.5 Submissions

- (A) A document filed with the State Bar or Committee pursuant to these rules must be completed according to instructions; verified or made under penalty of perjury;⁴

⁴ Code of Civil Procedure § 2015.5.

and submitted with any required fee.

- (B) A document, which must be complete as defined by the instructions for filing, is deemed filed upon receipt.
- (C) The information obtained by the State Bar as a result of the fingerprinting of an applicant is used to establish identity of the applicant, to determine the moral character of the applicant, and to disclose criminal records of the applicant in California or elsewhere. Any information obtained as a result of fingerprint submission is confidential and for official use of the Committee and the State Bar.
- (D) Information on an examination application that is not required, but is submitted voluntarily by an applicant, including demographic data or other identifying information, is separated from the applications at initial processing and may not be associated with applicants, their files, or their examination answers during grading unless there is reasonable doubt about the identity of a person taking an examination and the State Bar requires the information to verify identity.

Rule 4.5 adopted effective September 1, 2008; previously amended effective July 22, 2011; amended effective September 1, 2019.

Rule 4.6 Investigations and Hearings [REPEALED]

Rule 4.6 adopted effective September 1, 2008.

Chapter 4. Moral Character Determination

Rule 4.40 Moral Character Determination

- (A) An applicant must be of good moral character as determined by the State Bar. The applicant has the burden of establishing that they are of good moral character.
- (B) “Good moral character” includes but is not limited to qualities of honesty, fairness, candor, trustworthiness, observance of fiduciary responsibility, respect for and obedience to the law, and respect for the rights of others and the judicial process.

Rule 4.40 adopted effective September 1, 2008; amended effective September 1, 2019.

Rule 4.41 Application for Determination of Moral Character

- (A) An Application for Determination of Moral Character may be submitted after an Application for Registration has been approved.
- (B) An Application for Determination of Moral Character must be accompanied by fingerprints and the fee set forth in the Schedule of Charges and Deadlines. The

application will be deemed filed when the State Bar has determined it to be complete.

- (C) An attorney who is suspended for disciplinary reasons or disbarred, has resigned with disciplinary charges pending, or is otherwise not in good standing for disciplinary reasons in any jurisdiction may not submit an application.

Rule 4.41 adopted effective September 1, 2008; amended effective November 14, 2009; previously amended effective July 22, 2011; amended effective March 9, 2018.

Rule 4.42 Duty to Update Application for Determination of Moral Character

Until an applicant has taken the attorney's oath, the applicant has a continuing duty to notify the Office of Admissions, within 30 days, when information provided in the application has changed or there is new information relevant to the application. Failure to provide updated or additional information within 30 days after the change or addition to the information originally submitted may be cause for suspension of a positive moral character determination.

Rule 4.42 adopted effective September 1, 2008; amended effective November 14, 2009.

Rule 4.43 Abandonment of Application for Determination of Moral Character

- (A) Once an application is deemed incomplete by the State Bar and the State Bar provides the applicant with an incomplete notice describing the deficiencies, the applicant will have 60 days from the date of the notice to cure the deficiencies. If the applicant fails to cure the deficiencies within 60 days, the application will be deemed abandoned, absent a showing of good cause.
- (B) An application that has been deemed complete and filed will be deemed abandoned if the applicant fails to respond to a request for information or documentation within 90 days of the request, absent a showing of good cause.
- (C) An applicant may request review by the Committee of the State Bar's decision to deem an application abandoned within 30 days of service of the notice of abandonment.
- (D) Once an Application for Determination of Moral Character has been deemed abandoned, the applicant must submit a new, complete Application for Determination of Moral Character with the required fee and fingerprints to obtain a moral character determination. The State Bar may retain an abandoned application as part of the applicant's file.

Rule 4.43 adopted effective September 1, 2008; amended effective September 1, 2019.

Rule 4.44 Withdrawal of Application for Determination of Moral Character

- (A) An applicant may withdraw an Application for Determination of Moral Character any

time before being notified that the State Bar is unable to make a determination without further inquiry and analysis. An applicant who withdraws an application is ineligible for a refund of fees. The State Bar may retain a withdrawn application as part of the applicant's file.

Rule 4.44 adopted effective September 1, 2008; previously amended effective November 18, 2016; amended effective September 1, 2019.

Rule 4.45 Notice Regarding Status of Application for Determination of Moral Character

- (A) Within 180 days of the date on which the State Bar deems an application to be complete and filed, the State Bar will notify the applicant whether the applicant has received a positive moral character determination or the application requires further consideration.
- (B) If the State Bar requests additional information after the application is deemed complete and filed, within 120 days of receiving the requested information, the State Bar will notify the applicant that:
 - (1) the applicant is determined to be of good moral character;
 - (2) the application requires further consideration;
 - (3) the applicant will be invited to an informal conference; or
 - (4) the applicant is offered an Agreement of Abeyance with the State Bar.

Rule 4.45 adopted effective September 1, 2008; previously amended effective November 18, 2016; amended effective September 1, 2019.

Rule 4.46 Informal Conference Regarding Moral Character

- (A) Prior to rendering an adverse determination on a moral character application, the State Bar will invite the applicant to an informal conference regarding the application. Acceptance of an invitation is not mandatory, and no negative inference will be drawn from an applicant's decision to decline to participate in an informal conference.
- (B) The Committee may establish procedures for an informal conference, which shall include creating a record of it by audio recording, video recording, or any other means. The applicant may attend the conference with counsel and will have an opportunity to present information for consideration. Counsel is limited to observation and may not participate.

Rule 4.46 adopted effective September 1, 2008; previously amended effective November 14, 2009; amended effective September 1, 2019.

Rule 4.46.1 Request for Review by the Committee of an Adverse Determination

- (A) An applicant notified of an adverse determination by the State Bar of moral character may request review by the Committee. The request must be submitted to the Office of Admissions within 30 days of the date of the notice of the State Bar's determination. The applicant may submit supplemental material with the request.
- (B) Within 60 days of receipt of a request for a review, the Committee will conduct a review of the record, which may include a review of the recording of the informal conference. The Committee may request additional information from the applicant or from the State Bar. The State Bar must notify the applicant of the Committee's final determination within 30 days of its decision.

Rule 4.47.1 adopted effective September 1, 2019.

Rule 4.47 Request for Hearing on an Adverse Determination of Moral Character Issued by the Committee

- (A) If the Committee issues an adverse determination of moral character, an applicant may file a request for hearing with the State Bar Court in accordance with the Rules of Procedure of the State Bar. The request must be submitted with the fee set forth in the Schedule of Charges and Deadlines within 60 days of the date of service of the notice of adverse determination.

Rule 4.47 adopted effective September 1, 2008; previously amended effective July 24, 2015; amended effective September 1, 2019.

Rule 4.48 Agreement of Abeyance

- (A) The State Bar or Committee may suspend processing of an Application for Determination of Moral Character upon the State Bar or the Committee and an applicant entering into an Agreement of Abeyance:
 - (1) when a court has ordered an applicant charged with a crime to be treated, rehabilitated, or otherwise diverted;
 - (2) when a court has suspended the sentence of an applicant convicted of a crime and placed the applicant on probation;
 - (3) when an applicant is actively seeking or obtaining treatment for a substance use issue; or
 - (4) when the State Bar and an applicant otherwise agree.
- (B) An Agreement of Abeyance must be in writing and specify the period and conditions of abeyance. A copy of the agreement must be provided to the applicant.

- (C) Once the abeyance period has concluded or the conditions of abeyance have been satisfied, the State Bar or the Committee will continue processing the application.

Rule 4.48 adopted effective September 1, 2008; amended effective September 1, 2019.

Rule 4.49 New Application Following an Adverse Determination of Moral Character

An applicant who has received an adverse moral character determination may submit another Application for Determination of Moral Character two years from the date of the final determination or at some other time set by the State Bar or the Committee, for good cause shown, at the time of its adverse determination.

Rule 4.49 adopted effective September 1, 2008; previously amended effective July 24, 2015; amended effective September 1, 2019.

Rule 4.50 Suspension of a Positive Determination of Moral Character

- (A) At any time before an applicant has taken the attorney's oath, the State Bar may notify the applicant that it has suspended a positive moral character determination if it receives information that reasonably calls the applicant's character into question. The notice must specify the grounds for the suspension.
- (B) The application of an applicant whose positive moral character determination has been suspended is processed in accordance with Rule 4.45.
- (C) The State Bar will send an applicant who has received a positive moral character determination and is not yet certified to the California Supreme Court as qualified for admission to practice law in California a questionnaire to complete 18 months after the issuance of the determination. If an applicant fails to respond to the questionnaire within 60 days of the date on which it was sent, the positive determination will be suspended. The positive determination may be reinstated upon receipt of the completed questionnaire.

Rule 4.50 adopted effective September 1, 2008; previously amended effective July 22, 2011; amended effective September 1, 2019.

Rule 4.51 Validity Period of a Positive Moral Character Determination

A positive moral character determination is valid for 36 months.

Rule 4.51 adopted effective September 1, 2008.

Rule 4.52 Extension of a Positive Moral Character Determination

- (A) An applicant who has received a positive moral character determination may submit an Application for Extension of Determination of Moral Character in the last 6 months of

the 36-month validity period of a positive moral character determination, with required fingerprints and the fee set forth in the Schedule of Charges and Deadlines. The application will be deemed filed when the State Bar has determined it to be complete. Failure to submit an Application for Extension of Determination of Moral Character within this time period will result in expiration of the applicant's positive determination.

- (B) An applicant may submit subsequent Applications for Extension of Determination of Moral Character if needed. If an applicant fails to submit an Application for Extension of Determination of Moral Character prior to the expiration of the positive determination, the applicant must submit a new Application for Determination of Moral Character with the required fee and fingerprints to obtain a moral character determination.

Rule 4.52 adopted effective September 1, 2008; amended effective September 1, 2019.

TITLE 4. ADMISSIONS AND EDUCATIONAL STANDARDS

Adopted July 2007

DIVISION 1. ADMISSION TO PRACTICE LAW IN CALIFORNIA

Chapter 1. General Provisions

Rule 4.3 Definitions

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- (A) An “American Bar Association Approved Law School” is a law school fully or provisionally approved by the American Bar Association and deemed accredited by the Committee.
- (B) An “attorney applicant” is an applicant who is or has been admitted as an attorney to the practice of law in any jurisdiction.
- (C) The “Attorneys’ Examination” is the California Bar Examination for which attorney applicants may apply, provided they have been admitted to the active practice of law in a United States jurisdiction at least four years immediately prior to the first day of administration of the examination and have been in good standing during that period. The Attorneys’ Examination includes essay questions and performance tests of the General Bar Examination but not its multiple-choice questions.
- (D) A “California accredited law school” is a law school accredited by the Committee but not approved by the American Bar Association.
- (E) The “California Bar Examination” is the examination administered by the Committee that an applicant must pass to be certified to the California Supreme Court as qualified for admission to practice law in California. The California Bar Examination includes the General Bar Examination and the Attorneys’ Examination.
- (F) “The Committee” is the Committee of Bar Examiners of the State Bar of California or, unless otherwise indicated, a subcommittee of two or more of its members ~~whom~~ which the Committee authorizes to act on its behalf.
- (G) “Director of Admissions” or “Director, Admissions” means the Director of the State Bar Office of Admissions, or that person’s designee.
- (H) A “general applicant” is an applicant who has not been admitted as an attorney to the practice of law in any jurisdiction.
- (I) The “General Bar Examination” is the California Bar Examination required of every general applicant. The General Bar Examination consists of multiple-choice questions, essay questions, and performance tests.

- (J) The “First-Year Law Students’ Examination” is the examination that an applicant must pass, unless otherwise exempt.³ It includes questions on contracts, torts, and criminal law.
- (K) An “informal conference” is ~~defined in Rule 4.45.~~ a meeting with an applicant initiated by the State Bar for the purpose of discussing issues relevant to an applicant’s moral character determination.
- (L) The “Office of Admissions” (“Admissions”) is the State Bar office authorized by the Board of Trustees and the Committee to administer examinations and otherwise act on their behalf.
- (M) “Receipt” of a document that the State Bar or Committee sends an applicant is:
- (1) calculated ~~from~~ as the date of ~~mailing and is deemed to be electronic transmission or five~~ 5 days from the date of mailing to a California address; ~~ten~~ 10 days from the date of mailing to an address elsewhere in the United States; and ~~twenty~~ 20 days from the date of mailing to an address outside the United States; or
 - (2) when the State Bar or Committee delivers a document physically by personal service or otherwise.
- (N) “Receipt” of a document sent to the State Bar or Committee is when it is physically received at the Office of Admissions or the date of electronic transmission if permitted to be sent electronically.
- (O) An “unaccredited law school” is a correspondence, distance-learning, or fixed-facility law school operating in California that the Committee registers but does not accredit.
- (P) For purposes of calculating law study credit toward meeting the legal education requirements necessary to qualify to take the First-Year Law Students’ Examination and California Bar Examination, a “year” is defined as the law study successfully completed in the time between the same calendar dates for consecutive calendar years, minus one day.

Rule 4.3 adopted effective September 1, 2008; previously amended effective July 22, 2011; amended effective September 1, 2019.

Rule 4.5 Submissions

- (A) A document filed with the State Bar or Committee pursuant to these rules must be

³ Business & Professions Code § 6060(h).

completed according to instructions; verified or made under penalty of perjury;⁴ and submitted with any required fee.

- (B) A document, which must be complete as defined by the instructions for filing, is deemed filed upon receipt.
- (C) The information obtained by the State Bar as a result of the fingerprinting of an applicant is used to establish identity of the applicant, to determine the moral character of the applicant, and to disclose criminal records of the applicant in California or elsewhere. Any information obtained as a result of fingerprint submission is confidential and for official use of the Committee and the State Bar.
- (D) Information on an examination application that is not required, but is submitted voluntarily by an applicant, including ~~ethnic survey and identification information furnished with applications to take the California Bar Examination~~ demographic data or other identifying information, is separated from the applications at initial processing and may not be associated with applicants, their files, or their examination answers during grading unless there is reasonable doubt about the identity of a person taking an examination and the State Bar requires the information to verify identity.

Rule 4.5 adopted effective September 1, 2008; previously amended effective July 22, 2011; amended effective September 1, 2019.

Rule 4.6 Investigations and Hearings [REPEALED]

~~In conducting an investigation or hearing, the Committee or the State Bar Court may receive evidence; administer oaths and affirmations; and compel by subpoena the attendance of witnesses and the production of documents.~~

Rule 4.6 adopted effective September 1, 2008.

Chapter 4. Moral Character Determination

Rule 4.40 Moral Character Determination

- (A) An applicant must be of good moral character as determined by the State Bar. The applicant has the burden of establishing that ~~he or she is~~ they are of good moral character.
- (B) “Good moral character” includes but is not limited to qualities of honesty, fairness, candor, trustworthiness, observance of fiduciary responsibility, respect for and obedience to the law, and respect for the rights of others and the judicial process.

Rule 4.40 adopted effective September 1, 2008; amended effective September 1, 2019.

⁴ Code of Civil Procedure § 2015.5.

Rule 4.41 Application for Determination of Moral Character

- (A) ~~An applicant must submit an~~ Application for Determination of Moral Character may be submitted after an Application for Registration has been approved. with required fingerprints and the fee set forth in the Schedule of Charges and Deadlines. An attorney who is suspended for disciplinary reasons or disbarred, has resigned with disciplinary charges pending or is otherwise not in good standing for disciplinary reasons in any jurisdiction may not submit an application.
- (B) An Application for Determination of Moral Character must be accompanied by fingerprints and the fee set forth in the Schedule of Charges and Deadlines ~~may be submitted any time after filing an Application for Registration but is deemed filed only when the application is complete. The application will be deemed filed when the State Bar has determined it to be complete.~~
- (C) An attorney who is suspended for disciplinary reasons or disbarred, has resigned with disciplinary charges pending, or otherwise not in good standing for disciplinary reasons in any jurisdiction may not submit an application.

Rule 4.41 adopted effective September 1, 2008; amended effective November 14, 2009; previously amended effective July 22, 2011; amended effective March 9, 2018.

Rule 4.42 Duty to Uppdate Application for Determination of Moral Character

Until ~~admitted to practice law,~~ an applicant has taken the attorney's oath, the applicant who has submitted an Application for Determination of Moral Character has a continuing duty to ~~promptly~~ notify the Office of Admissions, within 30 days, whenever information provided in the application has changed or there is new information relevant to the application. Failure to provide updated or additional information within ~~thirty~~ 30 days after the change or addition to the information originally submitted may be cause for suspension of a positive moral character determination.

Rule 4.42 adopted effective September 1, 2008; amended effective November 14, 2009.

Rule 4.43 Abandonment of Application for Determination of Moral Character

~~(A) — An Application for Determination of Moral Character is deemed abandoned and ineligible for a refund of fees if~~

~~(1) — it is not complete within sixty days after being initiated; or~~

~~(2) — it is complete but the applicant has failed to provide additional information requested by the State Bar within ninety days of the request.~~

(A) Once an application is deemed incomplete by the State Bar and the State Bar provides

the applicant with an incomplete notice describing the deficiencies, the applicant will have 60 days from the date of the notice to cure the deficiencies. If the applicant fails to cure the deficiencies within 60 days, the application will be deemed abandoned, absent a showing of good cause.

- (B) An application that has been deemed complete and filed will be deemed abandoned if the applicant fails to respond to a request for information or documentation within 90 days of the request, absent a showing of good cause.
- (C) An applicant may request a review by the Committee of the State Bar's decision to deem an application abandoned within 30 days of service of the notice of abandonment.
- (D) ~~A new~~ Once an Application for Determination of Moral Character has been deemed abandoned, the applicant must be submitted a new, complete Application for Determination of Moral Character with the required fee and fingerprints if an application has been abandoned to obtain a moral character determination. The State Bar may retain an abandoned application as part of the applicant's file.

Rule 4.43 adopted effective September 1, 2008; amended effective September 1, 2019.

Rule 4.44 Withdrawal of Application for Determination of Moral Character

- (A) An applicant may withdraw an Application for Determination of Moral Character any time before being notified that the State Bar is unable to make a determination without further inquiry and analysis. An applicant who withdraws an application is ineligible for a refund of fees. The State Bar may retain a withdrawn application as part of the applicant's file.
- ~~(B) — An applicant may withdraw an application filed with the State Bar Court for a hearing on an adverse determination of moral character by filing a request for withdrawal with the Office of Chief Trial Counsel and forwarding a copy to the Office of Admissions.~~

Rule 4.44 adopted effective September 1, 2008; previously amended effective November 18, 2016; amended effective September 1, 2019.

Rule 4.45 Notice Regarding Status of Application for Determination of Moral Character

- (A) Within 180 days of ~~receiving a completed Application for Determination of Moral Character, the date on which the State Bar deems an application to be complete and filed,~~ the State Bar will ~~notifies an~~ the applicant ~~that its determination of whether the applicant has received a positive moral character determination is positive or that it the application requires further consideration. A positive determination is valid for thirty-six months.~~
- ~~(B) — While an Application for Determination of Moral Character remains pending, a status~~

~~report is issued to the applicant at least every 120 days.~~

(B) If the State Bar requests additional information after the application is deemed complete and filed, Wwithin 120 days of receiving ~~additional~~ the requested information ~~it has requested~~, the State Bar ~~will notify~~ ies the applicant that:

- (1) the applicant is determined to be of good moral character;
- (2) ~~the applicant has not met the burden of establishing good moral character;~~
- (3) the application requires further consideration;
- (4) the applicant ~~is~~ will be invited to an informal conference; or
- (5) the applicant is ~~advised to enter into~~ offered an Agreement of Abeyance with the State Bar.

Rule 4.45 adopted effective September 1, 2008; previously amended effective November 18, 2016; amended effective September 1, 2019.

Rule 4.46 Informal Conference Regarding Moral Character

- (A) Prior to rendering an adverse determination on a moral character application, the State Bar ~~shall~~ will invite the applicant to an informal conference regarding the application. Acceptance of an invitation is not mandatory, and ~~declining it entails~~ no negative inference will be drawn from an applicant's decision to decline to participate in an informal conference.
- (B) The Committee may establish procedures for an informal conference, ~~with the State Bar and require the State Bar to create~~ which shall include creating a record of it by tape audio recording, video recording, or any other means. The applicant may attend the conference with counsel; ~~make a written or oral statement; and present documentary evidence and will have an opportunity to present information for consideration.~~ Counsel is limited to observation and may not participate.

Rule 4.46 adopted effective September 1, 2008; previously amended effective November 14, 2009; amended effective September 1, 2019.

Rule 4.47~~6~~.1 Request for Review by the Committee of an Adverse Determination

- (A) An applicant notified of an adverse determination by the State Bar of moral character may request a review by the Committee. The request must be submitted to the Office of Admissions within 30 days of the date of the notice of the State Bar's determination. The applicant may submit supplemental material with the request.
- (B) Within 60 days of receipt of ~~the~~ a request for a review, the Committee will conduct a

review of the record, which may include a review of the transcript or recording of the informal conference. The Committee may request additional information from the applicant or from the State Bar. The Committee State Bar must notify the applicant of ~~its~~ the Committee's final determination within 30 days of its decision.

Rule 4.47.1 adopted effective September 1, 2019.

Rule 4.47 ~~Appeal of Request for Hearing on an~~ Adverse Determination of Moral Character Issued by the Committee

(A) If the Committee issues an adverse determination of moral character, an applicant may file a request for hearing on the determination with the State Bar Court in accordance with the Rules of Procedure of the State Bar ~~on Moral Character Proceedings~~. The request must be ~~filed~~ submitted with the fee set forth in the Schedule of Charges and Deadlines within ~~sixty~~ 60 days of the date of service of the notice of adverse determination.

~~(B) A copy of the request for hearing must be served on the Office of Admissions and the Office of Chief Trial Counsel. Upon receipt of service, the Committee must promptly transmit all files related to the application to the Office of Chief Trial Counsel.~~

Rule 4.47 adopted effective September 1, 2008; previously amended effective July 24, 2015; amended effective September 1, 2019.

Rule 4.48 Agreement of Abeyance

- (A) The State Bar ~~and an applicant or Committee~~ may suspend processing of an Application for Determination of Moral Character ~~by upon the State Bar or the Committee and an applicant entering into~~ an Agreement of Abeyance:
- (1) when a court has ordered an applicant charged with a crime to be treated, rehabilitated, or otherwise diverted;
 - (2) when a court has suspended the sentence of an applicant convicted of a crime and placed the applicant on probation;
 - (3) when an applicant is actively seeking or obtaining treatment for ~~chemical dependency or drug or alcohol addiction~~ a substance use issue; or
 - (4) ~~if~~ when the State Bar and an applicant otherwise agree.
- (B) An Agreement of Abeyance must be in writing and specify the period and conditions of abeyance. A copy of the agreement must be provided to the applicant.
- (C) Once the abeyance period has concluded or the conditions of abeyance have been satisfied, the State Bar or the Committee will continue processing the application.

Rule 4.48 adopted effective September 1, 2008; amended effective September 1, 2019.

Rule 4.49 New Application Following an Adverse Determination of Moral Character

~~The State Bar may permit a~~An applicant who has received an adverse moral character determination ~~to~~ may file submit another Application for Determination of Moral Character two years from the date of the final determination or at some other time set by the State Bar or the Committee, for good cause shown, at the time of its adverse determination.

Rule 4.49 adopted effective September 1, 2008; previously amended effective July 24, 2015; amended effective September 1, 2019.

Rule 4.50 Suspension of a Positive Determination of Moral Character

- (A) ~~Before certifying an applicant for admission to the practice of law~~ At any time before an applicant has taken the attorney's oath, the State Bar may notify ~~an~~ the applicant that it has suspended a positive ~~determination of~~ moral character determination if it receives information that reasonably calls the applicant's character into question. The notice must specify the grounds for the suspension.
- (B) The application of an applicant whose positive moral character determination has been suspended is processed in accordance with Rule 4.45.
- (C) The State Bar will send an applicant who has received a positive moral character determination and is not yet certified to the California Supreme Court as qualified for admission to practice law in California a questionnaire to complete 18 months after the issuance of the determination. If an applicant fails to respond to the questionnaire within 60 days of the date on which it was sent, the positive determination will be suspended. The positive determination may be reinstated upon receipt of the completed questionnaire.

Rule 4.50 adopted effective September 1, 2008; previously amended effective July 22, 2011; amended effective September 1, 2019.

Rule 4.51 Validity Period of a Positive Moral Character Determination

A positive ~~determination of~~ moral character determination is valid for ~~thirty-six~~ 36 months, subject to Rule 4.50(C).

Rule 4.51 adopted effective September 1, 2008.

Rule 4.52 Extension of a Positive Moral Character Determination

- (A) An applicant who has received a positive moral character determination may submit an Application for Extension of Determination of Moral Character. ~~The application must be~~

~~filed~~ in the last ~~six~~ 6 months of the ~~initial thirty-six~~ 36-month validity period of a positive moral character determination, with ~~the~~ required fingerprints and the fee set forth in the Schedule of Charges and Deadlines. The application will be deemed filed when the State Bar has determined it to be complete. If the State Bar makes a positive determination before the initial thirty-six months expires, the initial thirty-six months is extended an additional thirty-six months. If the State Bar makes a positive determination after expiration of the initial thirty-six months, an extension of thirty-six months begins at the time of its determination. Failure to submit an Application for Extension of Determination of Moral Character within this time period will result in expiration of the applicant's positive determination.

- ~~(B) — An applicant may request a review by the Committee of the State Bar's decision to deny an extension request within 30 days of service of the notice of decision.~~
- (B) — An applicant may submit subsequent Applications for Extension of Determination of Moral Character if needed. If an applicant fails to submit an Application for Extension of Determination of Moral Character prior to the expiration of the positive determination, the applicant must submit a new Application for Determination of Moral Character with the required fees and fingerprints to obtain a moral character determination.
- (C) An applicant who has been de-certified pursuant to Rule 4.17 must submit an Application for Extension of Determination of Moral Character covering the period since the expiration of the prior positive determination.

Rule 4.52 adopted effective September 1, 2008; amended effective September 1, 2019.

TITLE 4. ADMISSIONS AND EDUCATIONAL STANDARDS

Adopted July 2007

DIVISION 1. ADMISSION TO PRACTICE LAW IN CALIFORNIA

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- (A) An “American Bar Association Approved Law School” is a law school fully or provisionally approved by the American Bar Association and deemed accredited by the Committee.
- (B) An “attorney applicant” is an applicant who is or has been admitted as an attorney to the practice of law in any jurisdiction.
- (C) The “Attorneys’ Examination” is the California Bar Examination for which attorney applicants may apply, provided they have been admitted to the active practice of law in a United States jurisdiction at least four years immediately prior to the first day of administration of the examination and have been in good standing during that period. The Attorneys’ Examination includes essay questions and performance tests of the General Bar Examination but not its multiple-choice questions.
- (D) A “California accredited law school” is a law school accredited by the Committee but not approved by the American Bar Association.
- (E) The “California Bar Examination” is the examination administered by the Committee that an applicant must pass to be certified to the California Supreme Court as qualified for admission to practice law in California. The California Bar Examination includes the General Bar Examination and the Attorneys’ Examination.
- (F) “The Committee” is the Committee of Bar Examiners of the State Bar of California or, unless otherwise indicated, a subcommittee of two or more of its members which the Committee authorizes to act on its behalf.
- (G) “Director of Admissions” or “Director, Admissions” means the Director of the State Bar Office of Admissions, or that person’s designee.
- (H) A “general applicant” is an applicant who has not been admitted as an attorney to the practice of law in any jurisdiction.
- (I) The “General Bar Examination” is the California Bar Examination required of every general applicant. The General Bar Examination consists of multiple-choice questions, essay questions, and performance tests.

- (J) The “First-Year Law Students’ Examination” is the examination that an applicant must pass, unless otherwise exempt. It includes questions on contracts, torts, and criminal law.
- (K) An “informal conference” is a meeting with an applicant that is initiated by the State Bar for the purpose of discussing issues relevant to an applicant’s moral character determination.
- (L) The “Office of Admissions” (“Admissions”) is the State Bar office authorized by the Board of Trustees and the Committee to administer examinations and otherwise act on their behalf.
- (M) “Receipt” of a document that the State Bar or Committee sends an applicant is:
 - (1) calculated as the date of electronic transmission or five days from the date of mailing to a California address; 10 days from the date of mailing to an address elsewhere in the United States; and 20 days from the date of mailing to an address outside the United States; or
 - (2) when the State Bar or Committee delivers a document physically by personal service or otherwise.
- (N) “Receipt” of a document sent to the State Bar or Committee is when it is physically received at the Office of Admissions or the date of electronic transmission if permitted to be sent electronically.
- (O) An “unaccredited law school” is a correspondence, distance-learning, or fixed-facility law school operating in California that the Committee registers but does not accredit.
- (P) For purposes of calculating law study credit toward meeting the legal education requirements necessary to qualify to take the First-Year Law Students’ Examination and California Bar Examination, a “year” is defined as the law study successfully completed in the time between the same calendar dates for consecutive calendar years, minus one day.

Rule 4.3 adopted effective September 1, 2008; previously amended effective July 22, 2011; amended effective September 1, 2019.

Rule 4.5 Submissions

- (A) A document filed with the State Bar or Committee pursuant to these rules must be completed according to instructions; verified or made under penalty of perjury;⁴

⁴ Code of Civil Procedure § 2015.5.

and submitted with any required fee.

- (B) A document, which must be complete as defined by the instructions for filing, is deemed filed upon receipt.
- (C) The information obtained by the State Bar as a result of the fingerprinting of an applicant is used to establish identity of the applicant, to determine the moral character of the applicant, and to disclose criminal records of the applicant in California or elsewhere. Any information obtained as a result of fingerprint submission is confidential and for official use of the Committee and the State Bar.
- (D) Information on an examination application that is not required, but is submitted voluntarily by an applicant, including demographic data or other identifying information, is separated from the applications at initial processing and may not be associated with applicants, their files, or their examination answers during grading unless there is reasonable doubt about the identity of a person taking an examination and the State Bar requires the information to verify identity.

Rule 4.5 adopted effective September 1, 2008; previously amended effective July 22, 2011; amended effective September 1, 2019.

Rule 4.6 Investigations and Hearings [REPEALED]

Rule 4.6 adopted effective September 1, 2008.

Chapter 4. Moral Character Determination

Rule 4.40 Moral Character Determination

- (A) An applicant must be of good moral character as determined by the State Bar. The applicant has the burden of establishing that they are of good moral character.
- (B) “Good moral character” includes but is not limited to qualities of honesty, fairness, candor, trustworthiness, observance of fiduciary responsibility, respect for and obedience to the law, and respect for the rights of others and the judicial process.

Rule 4.40 adopted effective September 1, 2008; amended effective September 1, 2019.

Rule 4.41 Application for Determination of Moral Character

- (A) An Application for Determination of Moral Character may be submitted after an Application for Registration has been approved.
- (B) An Application for Determination of Moral Character must be accompanied by fingerprints and the fee set forth in the Schedule of Charges and Deadlines. The

application will be deemed filed when the State Bar has determined it to be complete.

- (C) An attorney who is suspended for disciplinary reasons or disbarred, has resigned with disciplinary charges pending, or is otherwise not in good standing for disciplinary reasons in any jurisdiction may not submit an application.

Rule 4.41 adopted effective September 1, 2008; amended effective November 14, 2009; previously amended effective July 22, 2011; amended effective March 9, 2018.

Rule 4.42 Duty to Update Application for Determination of Moral Character

Until an applicant has taken the attorney's oath, the applicant has a continuing duty to notify the Office of Admissions, within 30 days, when information provided in the application has changed or there is new information relevant to the application. Failure to provide updated or additional information within 30 days after the change or addition to the information originally submitted may be cause for suspension of a positive moral character determination.

Rule 4.42 adopted effective September 1, 2008; amended effective November 14, 2009.

Rule 4.43 Abandonment of Application for Determination of Moral Character

- (A) Once an application is deemed incomplete by the State Bar and the State Bar provides the applicant with an incomplete notice describing the deficiencies, the applicant will have 60 days from the date of the notice to cure the deficiencies. If the applicant fails to cure the deficiencies within 60 days, the application will be deemed abandoned, absent a showing of good cause.
- (B) An application that has been deemed complete and filed will be deemed abandoned if an applicant fails to respond to a request for information or documentation within 90 days of the request, absent a showing of good cause.
- (C) An applicant may request a review by the Committee of the State Bar's decision to deem an application abandoned within 30 days of service of the notice of abandonment.
- (D) Once an Application for Determination of Moral Character has been deemed abandoned, the applicant must submit a new, complete Application for Determination of Moral Character with the required fee and fingerprints to obtain a moral character determination. The State Bar may retain an abandoned application as part of the applicant's file.

Rule 4.43 adopted effective September 1, 2008; amended effective September 1, 2019.

Rule 4.44 Withdrawal of Application for Determination of Moral Character

- (A) An applicant may withdraw an Application for Determination of Moral Character any

time before being notified that the State Bar is unable to make a determination without further inquiry and analysis. An applicant who withdraws an application is ineligible for a refund of fees. The State Bar may retain a withdrawn application as part of the applicant's file.

Rule 4.44 adopted effective September 1, 2008; previously amended effective November 18, 2016; amended effective September 1, 2019.

Rule 4.45 Notice Regarding Status of Application for Determination of Moral Character

- (A) Within 180 days of the date on which the State Bar deems an application to be complete and filed, the State Bar will notify the applicant whether the applicant has received a positive moral character determination or the application requires further consideration.
- (B) If the State Bar requests additional information after the application is deemed complete and filed, within 120 days of receiving the requested information, the State Bar will notify the applicant that:
 - (1) the applicant is determined to be of good moral character;
 - (2) the application requires further consideration;
 - (3) the applicant will be invited to an informal conference; or
 - (4) the applicant is offered an Agreement of Abeyance with the State Bar.

Rule 4.45 adopted effective September 1, 2008; previously amended effective November 18, 2016; amended effective September 1, 2019.

Rule 4.46 Informal Conference Regarding Moral Character

- (A) Prior to rendering an adverse determination on a moral character application, the State Bar will invite the applicant to an informal conference regarding the application. Acceptance of an invitation is not mandatory, and no negative inference will be drawn from an applicant's decision to decline to participate in an informal conference.
- (B) The Committee may establish procedures for an informal conference, which shall include creating a record of it by audio recording, video recording, or any other means. The applicant may attend the conference with counsel and will have an opportunity to present information for consideration. Counsel is limited to observation and may not participate.

Rule 4.46 adopted effective September 1, 2008; previously amended effective November 14, 2009; amended effective September 1, 2019.

Rule 4.46.1 Request for Review by the Committee of an Adverse Determination

- (A) An applicant notified of an adverse determination by the State Bar of moral character may request a review by the Committee. The request must be submitted to the Office of Admissions within 30 days of the date of the notice of the State Bar's determination. The applicant may submit supplemental material with the request.
- (B) Within 60 days of receipt of a request for a review, the Committee will conduct a review of the record, which may include a review of the recording of the informal conference. The Committee may request additional information from the applicant or from the State Bar. The State Bar must notify the applicant of the Committee's final determination within 30 days of its decision.

Rule 4.47.1 adopted effective September 1, 2019.

Rule 4.47 Request for Hearing on an Adverse Determination of Moral Character Issued by the Committee

- (A) If the Committee issues an adverse determination of moral character, an applicant may file a request for hearing with the State Bar Court in accordance with the Rules of Procedure of the State Bar. The request must be submitted with the fee set forth in the Schedule of Charges and Deadlines within 60 days of the date of service of the notice of adverse determination.

Rule 4.47 adopted effective September 1, 2008; previously amended effective July 24, 2015; amended effective September 1, 2019.

Rule 4.48 Agreement of Abeyance

- (A) The State Bar or Committee may suspend processing of an Application for Determination of Moral Character upon the State Bar or the Committee and an applicant entering into an Agreement of Abeyance:
 - (1) when a court has ordered an applicant charged with a crime to be treated, rehabilitated, or otherwise diverted;
 - (2) when a court has suspended the sentence of an applicant convicted of a crime and placed the applicant on probation;
 - (3) when an applicant is actively seeking or obtaining treatment for a substance use issue; or
 - (4) when the State Bar and an applicant otherwise agree.
- (B) An Agreement of Abeyance must be in writing and specify the period and conditions of abeyance. A copy of the agreement must be provided to the applicant.

- (C) Once the abeyance period has concluded or the conditions of the abeyance have been satisfied, the State Bar or the Committee will continue processing the application.

Rule 4.48 adopted effective September 1, 2008; amended effective September 1, 2019.

Rule 4.49 New Application Following an Adverse Determination of Moral Character

An applicant who has received an adverse moral character determination may submit another Application for Determination of Moral Character two years from the date of the final determination or at some other time set by the State Bar or the Committee, for good cause shown, at the time of its adverse determination.

Rule 4.49 adopted effective September 1, 2008; previously amended effective July 24, 2015; amended effective September 1, 2019.

Rule 4.50 Suspension of a Positive Determination of Moral Character

- (A) At any time before an applicant has taken the attorney's oath, the State Bar may notify the applicant that it has suspended a positive moral character determination if it receives information that reasonably calls the applicant's character into question. The notice must specify the grounds for the suspension.
- (B) The application of an applicant whose positive moral character determination has been suspended is processed in accordance with Rule 4.45.
- (C) The State Bar will send an applicant who has received a positive moral character determination and is not yet certified to the California Supreme Court as qualified for admission to the practice of law in California a questionnaire to complete 18 months after the issuance of the determination. If the applicant fails to respond to the questionnaire within 60 days of the date on which it was sent, the positive determination will be suspended. The positive determination may be reinstated upon receipt of the completed questionnaire.

Rule 4.50 adopted effective September 1, 2008; previously amended effective July 22, 2011; amended effective September 1, 2019.

Rule 4.51 Validity Period of a Positive Moral Character Determination

A positive moral character determination is valid for 36 months, subject to Rule 4.50(C).

Rule 4.51 adopted effective September 1, 2008.

Rule 4.52 Extension of Positive Moral Character Determination

- (A) An applicant who has received a positive moral character determination may submit an Application for Extension of Determination of Moral Character in the last six months of

the 36-month validity period of a positive moral character determination with required fingerprints and the fee set forth in the Schedule of Charges and Deadlines. The application will be deemed filed when the State Bar has determined it to be complete. Failure to submit an Application for Extension of Determination of Moral Character within this time period will result in expiration of the applicant's positive determination.

- (B) An applicant may submit subsequent Applications for Extension of Determination of Moral Character if needed. If an applicant fails to submit an Application for Extension of Determination of Moral Character prior to the expiration of the positive determination, the applicant must submit a new Application for Determination of Moral Character with the required fee and fingerprints to obtain a moral character determination.
- (C) An applicant who has been de-certified pursuant to Rule 4.17 must submit an Application for Extension of Determination of Moral Character covering the period since the expiration of the prior positive determination.

Rule 4.52 adopted effective September 1, 2008; amended effective September 1, 2019

PROCEDURES GOVERNING INFORMAL CONFERENCES

INTRODUCTION

Pursuant to the provisions of Title 4, Division 1, Chapter 4, of the *Rules of the State Bar of California (Admissions Rules)* ~~(as revised)~~[‡], an applicant who has submitted an Application for Determination of Moral Character may be invited to participate in an informal conference to discuss issues in the applicant's background that call into question whether the applicant is of the good moral character required for admission to practice law in California. (Calif. Bus. & Prof. Code, § 6060(b).) All informal conferences will be governed by the following procedures.

INFORMAL CONFERENCE PROCEDURES

- A. The decision to invite an applicant to participate in an informal conference will be made by the Program Manager, Moral Character Determinations ("Program Manager") or their designee.
- B. An informal conference will not be scheduled sooner than fourteen (14) days after the invitation to confer has been issued unless the applicant agrees in writing to an earlier conference. Within seven (7) days after the invitation to confer is sent, the applicant must ~~will be requested to~~ confirm in writing if that he or she they does or does not wish to accept the invitation to confer ~~within seven (7) days of the date the invitation is sent~~. The invitation will specify a date by which the invitation will be deemed to have been declined if no response has been received. If an applicant declines the invitation or fails to respond timely, in that event, the conference will be removed from the schedule and the time slot will no longer be available to the applicant.
- C. The applicant is not required to accept the invitation to confer, and neither staff nor the Committee will draw any inference from the applicant's decision not to ~~not~~ confer.
- D. The primary issues to be discussed during the informal conference will be set forth in the invitation to confer, but the discussion may extend to whether, generally, the applicant is of good moral character as required by Section 6060 of the California Business and Professions Code and Title 4, Division 1, Chapter 4 of the *Admissions Rules* ~~that may arise during the conference~~.
- ~~E. The informal conference is intended to be informative and neither the applicant nor staff will be bound by strict rules of evidence.~~

[‡]At its regularly scheduled meeting held in May 2019, the Board of Trustees, following a period of public comment, adopted revisions to the Admissions Rules which, among other things, delegated to staff the responsibility for conducting informal conferences and determining whether an applicant retains the requisite good moral character. These revisions further provide that an applicant may request that the Committee conduct an administrative review of an adverse determination made by staff.

~~F.E.~~ The conference will be audio or video recorded, and if the applicant makes a written request within ninety (90) days of the conference, ~~he or she~~they will be provided with a ~~duplicate~~ recording of the conference.

~~G.F.~~ Generally, ~~an~~ applicants invited to participate in an informal conference ~~will~~ must ~~participate remotely~~attend in person. At the discretion of the Program Manager ~~or their designee~~, and for demonstrated good cause, an applicant may attend in person with at least one member of the panel~~participate remotely via Skype or by other compatible means~~.

~~H.G.~~ Staff members allowed to participate at the conference will include the Program Manager, counsel of the Moral Character Determinations unit, supervisors assigned to the Moral Character Determinations unit, and the investigator assigned to the specific matter to be discussed. Unit supervisors may act in the place of the Program Manager if ~~they are~~she is unavailable. Investigator participation will be limited to Investigator IIs and IIIs. Normally, two staff members will be named to lead the discussion. Generally, no more than four staff members will be designated to represent the State Bar at the conference. ~~Counsel of t~~The Moral Character Determinations unit's counsel will attend every informal conference. In the event that ~~counsel of~~ the Moral Character Determinations unit's counsel is unavailable to attend an informal conference which cannot be rescheduled, other ~~counsel in Admissions (otherwise referred to in this document as "State Bar counsel")~~ State Bar counsel may attend with the approval of the Director, of the Office of Admissions.

~~H.H.~~ Conferences are confidential and attendance will be limited to the applicant and ~~their~~ his ~~or her~~ counsel, staff members of the Moral Character Determinations unit designated to participate, State Bar counsel, and attorneys from the Office of Chief Trial Counsel. ~~State Bar counsel, attorneys from the Office of Chief Trial Counsel, and investigators not designated to participate, may attend and observe the informal conference.~~

~~H.I.~~ An applicant may attend without counsel. Counsel is permitted to attend as a matter of courtesy; however, counsel is not permitted to participate in the conference. An applicant may confer with ~~their~~ his or her counsel at any time, off the record. ~~Only t~~The applicant will have the opportunity to present information for consideration~~provide oral or written statements and may present documentary evidence in support of his or her application~~. Where counsel fails to abide by this policy, staff may take steps including, but not limited to, requiring counsel to leave ~~the room~~ or ~~by~~ suspending the conference. No person other than applicant's counsel may be present with the applicant at an informal conference.

~~K.J.~~ Conferences will normally last be scheduled for approximately forty-five (45) minutes ~~but are not limited to that time frame~~.

~~L.K.~~ After having been advised of the scheduled date for ~~the~~ his or her informal conference,

an applicant may, upon written request, elect to postpone ~~his or her the~~ informal conference ~~date~~, which will be rescheduled at the earliest date possible as determined by the Program Manager or their designee. An applicant may request no more than two postponements.

~~M.L. A R~~requests for postponement of an informal conferences must be received at least five (5) days before the scheduled conference. ~~If a~~ request for postponement that is received fewer ~~less~~ than five (5) days before the scheduled conference ~~or if the applicant has postponed the conference two times, must be supported by a showing of good cause or~~ staff may make theirs moral character determination on the application, supporting materials provided, and information gathered during the investigative process, ~~unless the applicant demonstrates good cause for not having requested the postponement sooner.~~

~~N.M. A n~~Notices of denials of a positive good moral character determination will ~~must~~ be sent to the applicants by email ~~certified mail~~ with a proof of service.

Adopted by the Committee of Bar Examiners on October 14, 2022

PROCEDURES GOVERNING INFORMAL CONFERENCES

INTRODUCTION

Pursuant to the provisions of Title 4, Division 1, Chapter 4, of the *Rules of the State Bar of California (Admissions Rules)*, an applicant who has submitted an Application for Determination of Moral Character may be invited to participate in an informal conference to discuss issues in the applicant's background that call into question whether the applicant is of the good moral character required for admission to practice law in California. (Calif. Bus. & Prof. Code, § 6060(b).) All informal conferences will be governed by the following procedures.

INFORMAL CONFERENCE PROCEDURES

- A. The decision to invite an applicant to participate in an informal conference will be made by the Program Manager, Moral Character Determinations (Program Manager) or their designee.
- B. An informal conference will not be scheduled sooner than fourteen (14) days after the invitation to confer has been issued unless the applicant agrees in writing to an earlier conference. Within seven (7) days after the invitation to confer is sent, the applicant must confirm in writing if they accept the invitation to confer. The invitation will specify a date by which the invitation will be deemed to have been declined if no response has been received. If an applicant declines the invitation or fails to respond timely, the conference will be removed from the schedule and the time slot will no longer be available to the applicant.
- C. The applicant is not required to accept the invitation to confer, and neither staff nor the Committee will draw any inference from the applicant's decision not to confer.
- D. The primary issues to be discussed during the informal conference will be set forth in the invitation to confer, but the discussion may extend to whether, generally, the applicant is of good moral character as required by Section 6060 of the California Business and Professions Code and Title 4, Division 1, Chapter 4 of the *Admissions Rules*.
- E. The conference will be audio or video recorded, and if the applicant makes a written request within ninety (90) days of the conference, they will be provided with a recording of the conference.
- F. Generally, an applicant invited to participate in an informal conference will participate remotely. At the discretion of the Program Manager or their designee, and for demonstrated good cause, an applicant may attend in person with at least one member of the panel.

- G. Staff members allowed to participate at the conference will include the Program Manager, counsel of the Moral Character Determinations unit, supervisors assigned to the Moral Character Determinations unit, and the investigator assigned to the specific matter to be discussed. Unit supervisors may act in the place of the Program Manager if they are unavailable. Investigator participation will be limited to Investigator IIs and IIIs. Normally, two staff members will be named to lead the discussion. Generally, no more than four staff members will be designated to represent the State Bar at the conference. The Moral Character Determinations unit's counsel will attend every informal conference. In the event that the Moral Character Determinations unit's counsel is unavailable to attend an informal conference which cannot be rescheduled, other State Bar counsel may attend with the approval of the Director of the Office of Admissions.
- H. Conferences are confidential and attendance will be limited to the applicant and their counsel, staff members of the Moral Character Determinations unit designated to participate, State Bar counsel, and attorneys from the Office of Chief Trial Counsel.
- I. An applicant may attend without counsel. Counsel is permitted to attend as a matter of courtesy; however, counsel is not permitted to participate in the conference. An applicant may confer with their counsel at any time, off the record. The applicant will have the opportunity to present information for consideration. Where counsel fails to abide by this policy, staff may take steps including, but not limited to, requiring counsel to leave or suspending the conference. No person other than applicant's counsel may be present with the applicant at an informal conference.
- J. Conferences will be scheduled for approximately forty-five (45) minutes.
- K. After having been advised of the scheduled date for the informal conference, an applicant may, upon written request, elect to postpone the informal conference, which will be rescheduled at the earliest date possible as determined by the Program Manager or their designee. An applicant may request no more than two postponements.
- L. A request for postponement of an informal conference must be received at least five (5) days before the scheduled conference. A request for postponement that is received fewer than five (5) days before the scheduled conference must be supported by a showing of good cause or staff may make the moral character determination on the application, supporting materials provided, and information gathered during the investigative process.
- M. A notice of denial of a positive moral character determination will be sent to the applicant by email with a proof of service.

Adopted by the Committee of Bar Examiners on October 14, 2022



The State Bar of California

OFFICE OF ADMISSIONS

PROCEDURES REGARDING REQUESTS FOR ADMINISTRATIVE REVIEW BY THE COMMITTEE OF BAR EXAMINERS OF ADVERSE DETERMINATIONS OF MORAL CHARACTER

- A. An applicant notified of an adverse determination of moral character by staff may submit a written request for administrative review by the Committee of Bar Examiners [\(Committee\)](#) within 30 days of the date of the notice of the State Bar's determination.
- B. The request for administrative review may be submitted via [email](#), the [Applicant Portal](#), or sent to:

Moral Character Determinations Unit
Office of Admissions
The State Bar of California
180 Howard Street
San Francisco, CA 94105
ATTN: PROGRAM MANAGER, MORAL CHARACTER DETERMINATIONS

- C. An applicant's request for administrative review by the Committee must contain a concise statement (1) describing the applicant's relevant background and the moral character issues raised by staff, (2) expressing the reasons why the determination by staff should be reviewed, and (3) describing the applicant's rehabilitative efforts. Supplemental materials may be included with the request.
- D. Upon receipt of the request for administrative review, the program manager will promptly deliver ~~to the chair of the Moral Character Subcommittee~~ the applicant's request for administrative review, a complete copy of applicant's moral character application, and a copy of the informal conference recording, unless the applicant elected not to participate in an informal conference, to the chair of the Moral Character Subcommittee.
- E. The chair of the Moral Character Subcommittee will designate a panel of two members of the Moral Character Subcommittee, or of the Committee, if members of the Moral Character Subcommittee are unavailable, to conduct the administrative review. At least one of the members of the panel will be a licensee of the State Bar of California. ~~The panel will consider the entirety of the record including the informal conference recording, if any, and any supplemental material provided by the applicant at the time of the request for administrative review.~~

- F. Within 60 days of receipt of the request for review, the panel will review ~~the record.~~ the entirety of the record including the informal conference recording, if any, and any supplemental material provided by the applicant at the time of the request for administrative review.
- G. The panel may request additional information from the applicant or the State Bar. Administrative reviews by the Committee are intended to be limited to a review of the record. In exceptional circumstances, however, the panel may ~~conduct~~ invite the applicant to attend another informal conference ~~with the applicant.~~ In such instances, oOne member of the panel will be selected by the panel as the lead interviewer. The Moral Character Determinations unit will facilitate and coordinate any informal conferences initiated by the panel. The Moral Character Determinations unit's program manager and counsel may attend any informal conference initiated by the panel. Informal conferences conducted ~~by staff or~~ by the Committee will be audio or video recorded.
- H. The panel will present its findings and recommendation to the Committee for determination at the next regularly scheduled meeting of the Committee. The Committee may adopt the findings and recommendation of the panel or take any other action it deems appropriate.
- I. Within 15 days of the Committee's determination, the State Bar ~~program manager~~ will notify the applicant of the Committee's determination. A notice of denial of a positive moral character determination will be sent to the applicant by email ~~certified mail~~ with a proof of service.
- J. These guidelines and procedures also apply to an applicant's request for review by the Committee of a State Bar staff decision ~~by State Bar staff~~ to deem an application abandoned under an application (Admissions Rule, ~~Rule 4.43~~), and ~~staff's decision to deny an applicant's request for an extension of a moral character determination (Admissions Rule, Rule 4.52), subject to the specific filing requirements provided by these rules and~~ with the exception of Guideline G~~F~~, above, as it refers to informal conferences.
- ~~K. An applicant notified of an adverse determination of moral character by the committee may file a request for hearing on the determination with the State Bar Court pursuant to the applicable Admissions Rules (Admissions Rules, rule 4.47), and the Rules of Procedure of the State Bar (Rules Proc. of the State Bar, rule 5.460 et seq.).~~

Approved by the Committee of Bar Examiners on October 14, 2022



**PROCEDURES REGARDING REQUESTS FOR ADMINISTRATIVE REVIEW
BY THE COMMITTEE OF BAR EXAMINERS OF ADVERSE
DETERMINATIONS OF MORAL CHARACTER**

- A. An applicant notified of an adverse determination of moral character by staff may submit a written request for administrative review by the Committee of Bar Examiners (Committee) within 30 days of the date of the notice of the State Bar's determination.
- B. The request for administrative review may be submitted via email, the [Applicant Portal](#), or sent to:

Moral Character Determinations Unit
Office of Admissions
The State Bar of California
180 Howard Street
San Francisco, CA 94105
ATTN: PROGRAM MANAGER, MORAL CHARACTER DETERMINATIONS

- C. An applicant's request for administrative review by the Committee must contain a concise statement (1) describing the applicant's relevant background and the moral character issues raised by staff, (2) expressing the reasons why the determination by staff should be reviewed, and (3) describing the applicant's rehabilitative efforts. Supplemental materials may be included with the request.
- D. Upon receipt of the request for administrative review, the program manager will promptly deliver the applicant's request for administrative review, a complete copy of applicant's moral character application, and a copy of the informal conference recording, unless the applicant elected not to participate in an informal conference, to the chair of the Moral Character Subcommittee.
- E. The chair of the Moral Character Subcommittee will designate a panel of two members of the Moral Character Subcommittee, or of the Committee if members of the Moral Character Subcommittee are unavailable, to conduct the administrative review. At least one member of the panel will be a licensee of the State Bar of California.
- F. Within 60 days of receipt of the request for review, the panel will review the entirety of the record including the informal conference recording, if any, and any supplemental material provided by the applicant at the time of the request for administrative review.

- G. The panel may request additional information from the applicant or the State Bar. Administrative reviews by the Committee are intended to be limited to a review of the record. In exceptional circumstances, however, the panel may invite the applicant to attend another informal conference. In such instances, one member of the panel will be selected by the panel as the lead interviewer. The Moral Character Determinations unit will facilitate and coordinate any informal conferences initiated by the panel. The Moral Character Determinations unit's program manager and counsel may attend any informal conference initiated by the panel. Informal conferences conducted by the Committee will be audio or video recorded.
- H. The panel will present its findings and recommendation to the Committee for determination at the next regularly scheduled meeting of the Committee. The Committee may adopt the findings and recommendation of the panel or take any other action it deems appropriate.
- I. Within 15 days of the Committee's determination, the State Bar will notify the applicant of the Committee's determination. A notice of denial of a positive moral character determination will be sent to the applicant by email with a proof of service.
- J. These guidelines and procedures also apply to an applicant's request for review by the Committee of a State Bar staff decision to deem an application abandoned under Admissions Rule 4.43, with the exception of Guideline G, above, as it refers to informal conferences.

Approved by the Committee of Bar Examiners on October 14, 2022



The State Bar
of California

OFFICE OF ADMISSIONS

MORAL CHARACTER DETERMINATION APPLICATION

Please carefully read this important information before beginning the Application for Determination of Moral Character.

Important Reminders:

Applicants are encouraged to file an Application for Determination of Moral Character before the start of their last year of law study.

This application is for use by all applicants seeking an initial Moral Character Determination, whether as a law student or attorney applicant for admission to the Bar, and applicants for the Multijurisdictional Practice and Foreign Legal Consultant programs.

Failure to submit an application in a timely manner will delay law licensure.

In answering questions presented on the Application for Determination of Moral Character, applicants should consider the following:

Rule 4.40 of the *Admissions Rules* states:

- (A) An applicant must be of good moral character as determined by the State Bar. The applicant has the burden of establishing that he or she is of good moral character.
- (B) "Good moral character" includes but is not limited to qualities of honesty, fairness, candor, trustworthiness, observance of fiduciary responsibility, respect for and obedience to the law, and respect for the rights of others and the judicial process.

It is important to be truthful on the application. The State Bar considers candor to be a significant factor in determining whether an applicant has the good moral character required for admission to practice law.

Rule 4.42 of the *Admissions Rules* states:

Until admitted to practice law, an applicant who has submitted an Application for Determination of Moral Character has a continuing duty to promptly notify the Office of Admissions whenever information provided in the application has changed or there is new information relevant to the application. Failure to provide updated information within thirty days after the change or addition to the information originally submitted may be cause for suspension of a positive moral character determination.

Rule 4.41(A) of the *Admissions Rules* states:

An attorney who is suspended for disciplinary reasons or disbarred, has resigned with disciplinary charges pending or is otherwise not in good standing for disciplinary reasons in any jurisdiction may not submit an application.

Once you have completed the hard copy application, please mail it to the following address:

Office of Admissions
The State Bar of California
845 South Figueroa Street
Los Angeles, CA 90017-2515

PERSONAL & CONTACT INFORMATION

Please fill out all related personal and contact information and 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.

Names

| | | |
|------------|-------------|-----------|
| _____ | _____ | _____ |
| First Name | Middle Name | Last Name |

Date & Place of Birth

Birthdate (MM/DD/YYYY)

| | | |
|------------------|----------------|---------------|
| _____ | _____ | _____ |
| Country of Birth | State of Birth | City of Birth |

Email Addresses (list all)

| | | |
|----------------|------------------|---|
| <hr/> | <hr/> | Preferred Email (select only one): <input type="checkbox"/> Personal Email <input type="checkbox"/> University Email <input type="checkbox"/> Work Email <input type="checkbox"/> Other Email |
| Personal Email | University Email | |
| <hr/> | <hr/> | |
| Work Email | Other Email | |

Phone Numbers (list all)

| | | |
|--------------|-------------|---|
| <hr/> | <hr/> | Preferred Phone (select only one): <input type="checkbox"/> Home Phone <input type="checkbox"/> Work Phone <input type="checkbox"/> Mobile Phone <input type="checkbox"/> Other Phone |
| Home Phone | Work Phone | |
| <hr/> | <hr/> | |
| Mobile Phone | Other Phone | |

Mailing Address

| | | |
|-----------------|---------------------------|----------------------------|
| <hr/> | <hr/> | |
| Mailing Country | Mailing Street | |
| <hr/> | <hr/> | <hr/> |
| Mailing City | Mailing State or Province | Mailing Zip or Postal Code |

PLEASE INDICATE THE REASON YOU ARE APPLYING FOR A MORAL CHARACTER DETERMINATION

Reference the following key for guidance on selecting the appropriate option:

- Please select "Full admission to the State Bar" if you intend to become a fully licensed attorney in California.
- Please select "Multijurisdictional Practice (MJP) program" if you are a licensed attorney in a U.S. State other than California who has or will be applying to receive limited rights to practice law in California, under an MJP program (Registered In-House Counsel, Registered Legal Aid Attorney, or Registered Military Spouse Attorney).
- Please select "Foreign Legal Consultant (FLC) program" if you are a licensed attorney in a foreign jurisdiction who has or will be applying to receive the right to provide legal advice regarding your foreign country's law within California, under the FLC program.

Please visit the State Bar of California's website, at: <https://www.calbar.ca.gov/Attorneys/Conduct-Discipline/Rules/Rules-of-the-State-Bar>, for more information regarding the rules and benefits of these programs.

1. I have applied for, or I will apply for:
 - ☐ Full admission to the State Bar
 - ☐ Multijurisdictional Practice (MJP) program
 - ☐ Foreign Legal Consultant (FLC) program

FORMER NAMES & ALIASES

Please provide any and all former names or aliases. Please do not list your current name in this section. Supplemental materials may be attached should you require additional space.

If your response to question 2 is "yes," please provide the effective dates and the reason for change of each alias provided. If a change was made simply by assumption and use, please so state. If a change was made by court order or as part of a divorce proceeding, please so state and complete **Form 1 - Record of Civil Actions and Administrative Proceedings**.

You must also attach a copy of the name change document, if applicable.

Former Names & Aliases

2. Have you ever been known by any other name?
Yes ☐ No ☐

(A)

| | | |
|------------|-------------|-----------|
| First Name | Middle Name | Last Name |
|------------|-------------|-----------|

| | |
|------------------------|----------------------|
| Date From (MM/DD/YYYY) | Date To (MM/DD/YYYY) |
|------------------------|----------------------|

Reason for Name Change ☐ Assumption/Use ☐ Court Order ☐ Marriage ☐ Divorce ☐ Other

Reason for Name Change (if "Other")

(B)

 First Name

 Middle Name

 Last Name

 Date From (MM/DD/YYYY)

 Date To (MM/DD/YYYY)

Reason for Name Change

☐ Assumption/Use ☐ Court Order ☐ Marriage ☐ Divorce ☐ Other

 Reason for Name Change (if "Other")
DRIVING RECORDS

You are required to disclose all driver's licenses you have ever been issued.

For each jurisdiction, other than California, in which you have held a driver's license within the last 10 years or since the age of 18, whichever is shorter, you must provide a copy of your driving record with your Determination Application that meets the following requirements:

- an original and certified copy
- issued within six months of the date on which your current application is submitted
- contains at least five years of your driving history or the longest timeframe provided by the jurisdiction, whichever is shorter

~~You must submit with this application an original, current and certified copy of your driving record reflecting at least five (5) years, or for the length of time you were licensed in that jurisdiction, of driving history from every domestic jurisdiction, other than California, and foreign jurisdiction that has ever issued to you a driver's license. Submission of foreign language documents must include a certified English translation. If you have never possessed a driver's license, you must provide your state ID information. Failure to comply with these instructions will delay your moral character determination.~~

All questions in this step require an answer. If a field is not applicable, please answer "N/A."

3. Have you ever been issued a California Driver's License?

Yes ☐ No ☐

4. If yes, please enter your California Driver's License Number:

5. Have you ever been issued an out-of-state or foreign driver's license?

Yes ☐ No ☐

6. If yes, indicate each jurisdiction and driver's license number.

~~7. If you have never possessed a driver's license, whether from California or any other jurisdiction, please enter your State Identification Card Number and indicate from which State it was issued:~~

7. Has your driver's license ever been suspended or revoked?

Yes ☐ No ☐

8. If you answered "yes" to question 7, please provide a narrative regarding the circumstances leading up to and through the suspension or revocation and when it occurred.

RESIDENCE HISTORY

State the physical address (not the mailing address) of every residence that you have had in the last ~~eight (8)~~ 10 years or since the age of 18, whichever is shorter, including your current residence. Provide the addresses for college and law school residences where you lived during the ~~teneight~~ ten-year period. Extended travels abroad may be further explained in the "Accounting for Gaps in Residence History" step. Supplemental materials may be attached should you require additional space.

9. Do you confirm that you will provide at least the past ~~eight (8)~~ 10 years of your residence history or since the age of 18?

Yes ☐ No ☐

(A)

Date From (MM/DD/YYYY)

Date To (MM/DD/YYYY)

Address

City

State or Province

ZIP

Country

(B)

Date From (MM/DD/YYYY)

Date To (MM/DD/YYYY)

Address

City

State or Province

ZIP

Country

(C)

Date From (MM/DD/YYYY)

Date To (MM/DD/YYYY)

Address

City

State or Province

ZIP

Country

(D)

Date From (MM/DD/YYYY)

Date To (MM/DD/YYYY)

Address

City

State or Province

ZIP

Country

ACCOUNTING FOR GAPS IN RESIDENCE HISTORY

Please review the dates of residence reflected in the Residence History above. If the dates of residence do not account for your entire residence history for the past ~~eight (8)~~ 10 years or since the age of 18, whichever is shorter, explain to the best of your recollection where you were residing (for example, 6/2020–12/2020: [indicate city, state or country/region]; 1/2021–5/2021: city, state or country/region)). Supplemental materials may be attached should you require additional space.

10. Please explain any gaps in your residence history; if none, enter "No gaps":

NONLEGAL EDUCATION

Please indicate all post high school or GED study, college-level instruction, and graduate instruction, other than your legal education, which you will be asked to provide separately. Supplemental materials may be attached should you require additional space.

11. Are you currently attending, have you attended, or have you graduated from an educational institution, other than law school?

Yes ☐ No ☐

(A)

School Name

Country

State or Province

City

Date From
(MM/DD/YYYY)

Date To
(MM/DD/YYYY)

Graduation Date
(MM/DD/YYYY)

Degree Earned

(B)

School Name

Country

State or Province

City

Date From
(MM/DD/YYYY)

Date To
(MM/DD/YYYY)

Graduation Date
(MM/DD/YYYY)

Degree Earned

(C)

School Name

Country

State or Province

City

Date From
(MM/DD/YYYY)

Date To
(MM/DD/YYYY)

Graduation Date
(MM/DD/YYYY)

Degree Earned
LEGAL EDUCATION

Please indicate all law schools you have attended, even if you do not claim credit for the law study completed at each school.

If you have received, or are currently receiving, legal education in a law office or judge's chambers within the Law Office Study program, please do not include that education here.

Lastly, if you obtained, or will obtain, multiple degrees from the same law school (for example, both a J.D. degree and an LL.M. degree), please list each program or degree separately. Supplemental materials may be attached should you require additional space.

12. Are you currently attending, have you attended, or have you graduated from law school?

Yes ☐ No ☐

(A)

School Name

Student ID

| | | |
|---------|-------------------|------|
| Country | State or Province | City |
|---------|-------------------|------|

| | | | |
|---------------------------|-------------------------|---------------------------------|---------------|
| Date From (MM/DD/YYYY) | Date To (MM/DD/YYYY) | Graduation Date (MM/DD/YYYY) | Degree Earned |
|---------------------------|-------------------------|---------------------------------|---------------|

(B)

| | |
|-------------|------------|
| School Name | Student ID |
|-------------|------------|

| | | |
|---------|-------------------|------|
| Country | State or Province | City |
|---------|-------------------|------|

| | | | |
|---------------------------|-------------------------|---------------------------------|---------------|
| Date From (MM/DD/YYYY) | Date To (MM/DD/YYYY) | Graduation Date (MM/DD/YYYY) | Degree Earned |
|---------------------------|-------------------------|---------------------------------|---------------|

(C)

| | |
|-------------|------------|
| School Name | Student ID |
|-------------|------------|

| | | |
|---------|-------------------|------|
| Country | State or Province | City |
|---------|-------------------|------|

| | | | |
|---------------------------|-------------------------|---------------------------------|---------------|
| Date From (MM/DD/YYYY) | Date To (MM/DD/YYYY) | Graduation Date (MM/DD/YYYY) | Degree Earned |
|---------------------------|-------------------------|---------------------------------|---------------|

MILITARY SERVICE

Please provide records of your military service, if any.

If you are separated from military service, attach a copy of the DD Form 214. If you have separated from military service more than once, submit a DD form 214 for each separation from military service. Make sure the copy(ies) includes your "Type of Separation" and "Character of Service." This form may be acquired by writing to Military Personnel Records Center, 9700 Page Blvd., St. Louis, MO 63132. You are required to furnish a DD Form 214 or other report of separation. If you are advised by the Military Personnel Records Center that no such document exists, you must attach a copy of that notification to this application.

--Note--

Acquiring a DD Form 214 or other report of separation from the Military Personnel Records Center can be a time-consuming process. A delay in receiving these records by the State Bar will delay the processing of your application.

13. Have you ever been a member of the armed forces of the United States, its reserve components, or the National Guard?

Yes ☐ No ☐

Military Service Type ☐ Regular Armed Forces ☐ Reserve ☐ National Guard ☐ Navy

Branch ☐ Air Force ☐ Army ☐ Coast Guard ☐ Marine Corps ☐ Space Force

| Serial Number | | Rank | Duty Station |
|---|---|---|--|
| Date From (MM/DD/YYYY) | Date To (MM/DD/YYYY) | <input type="checkbox"/> Present | Military Service Zone (State or Country) |
| Honorable Discharge Received Yes <input type="checkbox"/> No <input type="checkbox"/> | Administratively Discharged Yes <input type="checkbox"/> No <input type="checkbox"/> | Court-Martialed Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| Resigned in lieu of Court-Martial Yes <input type="checkbox"/> No <input type="checkbox"/> | | Awarded Non-Judicial Punishment Yes <input type="checkbox"/> No <input type="checkbox"/> | |

Military Discipline Narrative:

SELF-EMPLOYMENT HISTORY

Please provide any and all [law-related](#) self-employment [or non-law related self-employment for the last 10 years or since the age of eighteen, whichever is](#) shorter. Include the name and address of a person who can verify your employment. Do not include your spouse, partner, or significant other or persons related to you by blood or through your spouse, partner, or significant other. Additionally, do not include persons listed as an employment or personal reference elsewhere in this application or persons who have only a casual knowledge of you. Supplemental materials may be attached should you require additional space.

14. Do you have any current or previous self-employment?

Yes ☐ No ☐

| Name of Business | | Nature of Business |
|------------------------|--|----------------------------------|
| | | Law-Related employment |
| Description of Duties | Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| Business Address | | City |
| State or Province | ZIP | Country |
| Date From (MM/DD/YYYY) | Date To (MM/DD/YYYY) | <input type="checkbox"/> Present |
| Full Name of Reference | | Occupation |
| Length of Time Known | Phone Number of Reference | Email Address of Reference |

Address of Reference

City

State or Province

ZIP

Country

EMPLOYMENT HISTORY

Please list all law-related employment or experience since the age of 18. You are required to disclose any experience in the legal field, whether paid or unpaid, including internships, externships, judicial clerkships, and law clerk positions.

You must also list all non-law related employment [for the last 10 years or](#) since the age of 18, [whichever is shorter](#), and lasted longer than 6 months.

Please ensure that all email addresses are current. If the company or business no longer exists, please so indicate. If you are aware that your former supervisor is no longer with the company or business, please so indicate.

Please provide the name and contact information of a supervisor other than your spouse, partner, or significant other or a person related to you by blood or through your spouse, partner, or significant other, who can verify such employment.

You are required to provide the name and contact information for your supervisor. If the business is now defunct, you are not required to enter an email address or phone number for your supervisor. However, if the business is defunct or the supervisor is no longer with the company, but you have current contact information for that person, please provide it. If your supervisor is no longer with the business and you do not have their current contact information, enter "Human Resources" for the Full Name of Supervisor and enter the businesses' information for the supervisors' contact fields.

Your current and past employers will be contacted as part of the processing of your application and the information you provide will appear on this correspondence exactly as entered. Supplemental materials may be attached should you require additional space.

15. Do you have any current or previous employers?

Yes ☐ No ☐

(A)

| Employer Name | | Employment Position |
|------------------------|----------------------|--|
| Employment Duties | | Law-Related Employment Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Date From (MM/DD/YYYY) | Date To (MM/DD/YYYY) | <input type="checkbox"/> Present |
| | | Employer Still in Business |

ATTACHMENT I

Reason for Leaving Employer

Yes ☐ No ☐

Full Name of Supervisor

Supervisor Still with Employer

Yes ☐ No ☐

Phone Number of Supervisor

Email Address of Supervisor

Address of Employer

City

State or Province

ZIP

Country

(B)

Employer Name

Employment Position

Employment Duties

Law-Related Employment

Yes ☐ No ☐

Date From (MM/DD/YYYY)

Date To (MM/DD/YYYY)

☐ Present

Reason for Leaving Employer

Employer Still in Business

Yes ☐ No ☐

Full Name of Supervisor

Supervisor Still with Employer

Yes ☐ No ☐

Phone Number of Supervisor

Email Address of Supervisor

ATTACHMENT I

| | | |
|-----------------------------|-----------------------------|--|
| <hr/> | | <hr/> |
| Address of Employer | | City |
| <hr/> | | |
| <hr/> | <hr/> | <hr/> |
| State or Province | ZIP | Country |
| <hr/> | | |
| (C) | | |
| <hr/> | | <hr/> |
| Employer Name | | Employment Position |
| <hr/> | | |
| <hr/> | | Law-Related Employment Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Employment Duties | | |
| <hr/> | | |
| <hr/> | <hr/> | <input type="checkbox"/> Present |
| Date From (MM/DD/YYYY) | Date To (MM/DD/YYYY) | |
| <hr/> | | |
| <hr/> | | Employer Still in Business Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Reason for Leaving Employer | | |
| <hr/> | | |
| <hr/> | | Supervisor Still with Employer Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Full Name of Supervisor | | |
| <hr/> | | |
| <hr/> | <hr/> | |
| Phone Number of Supervisor | Email Address of Supervisor | |
| <hr/> | | |
| <hr/> | | <hr/> |
| Address of Employer | | City |
| <hr/> | | |
| <hr/> | <hr/> | <hr/> |
| State or Province | ZIP | Country |

(D)

| | | |
|--------------------------------------|-------------------------------|--|
| _____ Employer Name | | _____ Employment Position |
| _____ Employment Duties | | Law-Related Employment Yes <input type="checkbox"/> No <input type="checkbox"/> |
| _____ Date From (MM/DD/YYYY) | _____ Date To (MM/DD/YYYY) | <input type="checkbox"/> Present |
| _____ Reason for Leaving Employer | | Employer Still in Business Yes <input type="checkbox"/> No <input type="checkbox"/> |
| _____ Full Name of Supervisor | | Supervisor Still with Employer Yes <input type="checkbox"/> No <input type="checkbox"/> |
| _____ Phone Number of Supervisor | | _____ Email Address of Supervisor |
| _____ Address of Employer | | _____ City |
| _____ State or Province | _____ ZIP | _____ Country |

(E)

| | | |
|---------------------------------|-------------------------------|--|
| _____ Employer Name | | _____ Employment Position |
| _____ Employment Duties | | Law-Related Employment Yes <input type="checkbox"/> No <input type="checkbox"/> |
| _____ Date From (MM/DD/YYYY) | _____ Date To (MM/DD/YYYY) | <input type="checkbox"/> Present |

Reason for Leaving Employer

Employer Still in Business

Yes ☐ No ☐

Full Name of Supervisor

Supervisor Still with Employer

Yes ☐ No ☐

Phone Number of Supervisor

Email Address of Supervisor

Address of Employer

City

State or Province

ZIP

Country
16. [Have you ever been terminated for cause or asked to resign in lieu of termination?](#)Yes ☐ No ☐17. [If you answered "yes" to question 16, please provide each instance. Specify the employer and provide a narrative regarding the circumstances leading up to and through your termination or resignation.](#)**ACCOUNTING FOR GAPS IN ACTIVITY**

Please review your responses to the sections listed below to make sure that you have accounted for your time [for the last 10 years or](#) since the age of ~~eighteen (18)~~, [whichever is shorter](#).

- Nonlegal Education
- Legal Education
- Self-Employment
- Employment
- Military Service

In addition, please also consider any time you may have spent studying within the Law Office Study program. Please indicate all periods of law office study here.

If your replies to these questions do not account for the last 10 years or ~~entire period~~ since the age of 18, whichever is shorter, then explain to the best of your recollection where you were and what you were doing (for example, 06/2020–12/2020: cared for a relative in [indicate location]; 01/2021–05/2021: traveled [indicate location]). **If you held a job (or jobs) which lasted less than six months, please state the position and the reason for leaving.** Supplemental materials may be attached should you require additional space.

18. Please explain any gaps in your activity; if none, enter "No gaps":

PERSONAL REFERENCES

State the full name, email address, complete mailing address (including floor and/or suite numbers), and occupation of five reputable and responsible persons who know you well. At least one of these persons should be a member of the Bar of any U.S. or foreign jurisdiction and only one may be a law professor from whom you have received instruction.

Do not include your spouse, partner, significant other, or persons related to you by blood or through your spouse, partner, or significant other. Additionally, do not include persons listed as an employment or personal reference elsewhere in this application or persons who have only a casual knowledge of you. Please make certain that all email and physical addresses are current and complete.

19. Do you certify that your references meet the requirements above?

Yes ☐ No ☐

(A)

| Full Name of Reference | Occupation | Bar Member? Yes <input type="checkbox"/> No <input type="checkbox"/> |
|------------------------|------------|---|
| <hr/> | <hr/> | |

| | | |
|----------------------|---------------------------|----------------------------|
| Length of Time Known | Phone Number of Reference | Email Address of Reference |
| Address of Reference | | City |
| State or Province | ZIP | Country |

(B)

| | | |
|------------------------|------------|---|
| Full Name of Reference | Occupation | Bar Member? Yes <input type="checkbox"/> No <input type="checkbox"/> |
|------------------------|------------|---|

| | | |
|----------------------|---------------------------|----------------------------|
| Length of Time Known | Phone Number of Reference | Email Address of Reference |
| Address of Reference | | City |
| State or Province | ZIP | Country |

(C)

| | | |
|------------------------|------------|---|
| Full Name of Reference | Occupation | Bar Member? Yes <input type="checkbox"/> No <input type="checkbox"/> |
|------------------------|------------|---|

| | | |
|----------------------|---------------------------|----------------------------|
| Length of Time Known | Phone Number of Reference | Email Address of Reference |
| Address of Reference | | City |

State or Province

ZIP

Country

(D)

 Bar
 Member?
 Yes ☐ No ☐

 Full Name of Reference

 Occupation

 Length of Time Known

 Phone Number of Reference

 Email Address of Reference

 Address of Reference

 City

 State or Province

 ZIP

 Country

(E)

 Bar
 Member?
 Yes ☐ No ☐

 Full Name of Reference

 Occupation

 Length of Time Known

 Phone Number of Reference

 Email Address of Reference

 Address of Reference

 City

 State or Province

 ZIP

 Country
CREDENTIALS & LICENSES

20. Have you ever submitted an application for a license, or held a license or certification for a business, trade, or profession, other than as an attorney, the procurement of which required proof of good moral character and/or examination (for example, certified public accountant, patent practitioner, real estate salesperson or broker, notary public, teacher, or physician)?
 Yes ☐ No ☐

(A)

| | | | |
|--|----------------------------------|----------------------------------|--|
| _____ License/Certification Name | | _____ License/Certification # | License Status <input type="checkbox"/> Active <input type="checkbox"/> Inactive <input type="checkbox"/> Revoked <input type="checkbox"/> Not Licensed |
| _____ Date From (MM/DD/YYYY) | _____ Date To (MM/DD/YYYY) | <input type="checkbox"/> Present | |
| _____ Issuing Authority | | _____ Contact Email | |
| _____ Address | | _____ City | |
| _____ State or Province | _____ ZIP | _____ Country | |
| _____ Reason Inactive, Revoked, or Not Licensed | | | |

(B)

| | | | |
|-------------------------------------|----------------------------------|----------------------------------|--|
| _____ License/Certification Name | | _____ License/Certification # | License Status <input type="checkbox"/> Active <input type="checkbox"/> Inactive <input type="checkbox"/> Revoked <input type="checkbox"/> Not Licensed |
| _____ Date From (MM/DD/YYYY) | _____ Date To (MM/DD/YYYY) | <input type="checkbox"/> Present | |
| _____ Issuing Authority | | _____ Contact Email | |
| _____ Address | | _____ City | |

| | | |
|---|-----|---------|
| State or Province | ZIP | Country |
| Reason Inactive, Revoked, or Not Licensed | | |

APPLICATIONS FOR ADMISSION TO PRACTICE LAW TO OTHER JURISDICTIONS – NOT ADMITTED OR PENDING

Applications for admission to practice law include, but are not limited to, applications to be admitted by examination, on motion, or on diploma privilege, applications for reinstatement to the bar, and applications for a determination of moral character. Include applications for full licensure or limited practice, including an application that was subsequently withdrawn. For each application, indicate the nature of the application (such as, examination, moral character, or comity), the date it was submitted, and its ultimate disposition (for example, withdrawn or denied). Supplemental materials may be attached should you require additional space.

21. Have you ever submitted an application for admission to practice law in any jurisdiction in which you have not been admitted or the application is still pending?

Yes ☐ No ☐

(A)

| | |
|---------|-------|
| Country | State |
|---------|-------|

Application Type

- ☐ Registration Application
 ☐ Examination Application
 ☐ Moral Character Application
 ☐ On Motion
☐ Reinstatement
 ☐ Registered In-House Counsel
 ☐ Foreign Legal Consultant
 ☐ Other

| Application Type Description | | |
|--|--|--|
| Date Applied for Admission (MM/DD/YYYY) | Date Examination Taken (MM/DD/YYYY) | Reason Not Admitted <input type="checkbox"/> Failed Examination <input type="checkbox"/> Withdrew <input type="checkbox"/> Denied <input type="checkbox"/> Other |

Reason You Have Not Been Admitted or Application is Still Pending

(B)

Country

State

Application Type

☐ Registration Application ☐ Examination Application ☐ Moral Character Application ☐ On Motion
☐ Reinstatement ☐ Registered In-House Counsel ☐ Foreign Legal Consultant ☐ Other

Application Type Description

Date Applied for
Admission
(MM/DD/YYYY)

Date Examination Taken
(MM/DD/YYYY)

Reason Not Admitted

☐ Failed Examination ☐ Withdrew
☐ Denied ☐ Other

Reason You Have Not Been Admitted or Application is Still Pending

(C)

Country

State

Application Type

☐ Registration Application ☐ Examination Application ☐ Moral Character Application ☐ On Motion
☐ Reinstatement ☐ Registered In-House Counsel ☐ Foreign Legal Consultant ☐ Other

Application Type Description

Date Applied for
Admission
(MM/DD/YYYY)

Date Examination Taken
(MM/DD/YYYY)

Reason Not Admitted

☐ Failed Examination ☐ Withdrew
☐ Denied ☐ Other

Reason You Have Not Been Admitted or Application is Still Pending

JURISDICTIONS OF ADMISSION TO PRACTICE LAW

Please provide any information regarding jurisdictions in which you are or have been licensed or otherwise authorized to practice law.

A Certificate of Good Standing (CGS) and documentation indicating whether there has been a history of discipline must be submitted for each jurisdiction in which you have been fully licensed to practice law. Only one CGS needs to be submitted from each jurisdiction. Attorneys whose status is inactive need only submit a letter of disciplinary history certified by the jurisdiction. Supplemental materials may be attached should you require additional space.

22. Are you, or have you ever been admitted to any jurisdiction?

Yes ☐ No ☐

(A)

| Jurisdiction | | | Bar Number |
|---|----------------------------|-------------------------|----------------------------------|
| Date Applied (MM/DD/YYYY) | Admit Date (MM/DD/YYYY) | Date To (MM/DD/YYYY) | <input type="checkbox"/> Present |
| Standing: <input type="checkbox"/> Active <input type="checkbox"/> Inactive <input type="checkbox"/> Suspended <input type="checkbox"/> Disbarred <input type="checkbox"/> Retired | | | Inactive Date (MM/DD/YYYY) |
| Reason Inactive, Suspended, Disbarred, or Retired | | | |

(B)

| Jurisdiction | | | Bar Number |
|------------------------------|----------------------------|-------------------------|----------------------------------|
| Date Applied (MM/DD/YYYY) | Admit Date (MM/DD/YYYY) | Date To (MM/DD/YYYY) | <input type="checkbox"/> Present |

Standing:

☐ Active ☐ Inactive ☐ Suspended ☐ Disbarred ☐ Retired

Inactive Date
(MM/DD/YYYY)

Reason Inactive, Suspended, Disbarred, or Retired

(C)

Jurisdiction

Bar Number

Date Applied
(MM/DD/YYYY)

Admit Date
(MM/DD/YYYY)

Date To
(MM/DD/YYYY)☐ Present

Standing:

☐ Active ☐ Inactive ☐ Suspended ☐ Disbarred ☐ Retired

Inactive Date
(MM/DD/YYYY)

Reason Inactive, Suspended, Disbarred, or Retired

(D)

Jurisdiction

Bar Number

Date Applied
(MM/DD/YYYY)

Admit Date
(MM/DD/YYYY)

Date To
(MM/DD/YYYY)☐ Present

Standing:

☐ Active ☐ Inactive ☐ Suspended ☐ Disbarred ☐ Retired

Inactive Date
(MM/DD/YYYY)

Reason Inactive, Suspended, Disbarred, or Retired

COMPLAINTS & PROFESSIONAL DISCIPLINE

23. Have you ever been denied a business, trade, or professional license?

Yes ☐ No ☐

24. If you answered "yes" to question 230, please explain each instance in detail:

25. Have you ever been disbarred, suspended, censured, reprovved, or otherwise disciplined, reprimanded, or disqualified, or had your license revoked as a member of any business, trade, or profession (including but not limited to, attorney, certified public accountant, real estate salesperson or broker, teacher, or physician), or as a holder of public office?

Yes ☐ No ☐

26. If you answered "yes" to question 252, please explain each instance in detail:

27. To the best of your knowledge, have there ever been, or are there now pending, any charges, complaints, or grievances concerning your conduct as a member of any business, trade, or profession, or as a holder of public office?

Yes ☐ No ☐

28. If you answered "yes" to question 274, please explain each instance in detail:

29. Have you ever resigned a business, trade, or professional license while charges were pending?

Yes ☐ No ☐

30. If you answered "yes" to question ~~29~~²⁶, please explain:

31. Have you ever permitted a business, trade, or professional license to expire or become inactive?

Yes ☐ No ☐

32. If you answered "yes" to question ~~31~~²⁸, please explain:

~~CIVIL MATTERS & SCHOLASTIC DISCIPLINE~~

~~If you respond "yes" to questions 30, 31, or 32, below, complete and submit Form 1 - Record of Civil Actions and Administrative Proceedings.~~

CIVIL ACTIONS & ADMINISTRATIVE PROCEEDINGS

If you respond "yes" to questions ~~30~~³⁹, ~~31~~⁴¹, or ~~32~~⁷², below, complete and submit Form 1 - Record of Civil Actions and Administrative Proceedings.

33. Have you ever been a party to or are you presently a party to any civil action or administrative proceeding (this includes, but is not limited to, divorce, dissolution, small claims court proceedings, lawsuits brought by or against you, proceedings related to restraining or protective orders, licensing or other administrative proceedings, and worker's compensation actions)?

Yes ☐ No ☐

34. Have any judgments been entered against you?

Yes ☐ No ☐

35. [Have you ever been sanctioned by a court or found to have been in contempt of court?](#)

Yes ☐ No ☐

36. [If you answered "yes" to question 35, please provide a narrative regarding the circumstances surrounding the issuance of the order.](#)

FRAUD, UNAUTHORIZED PRACTICE OF LAW, & VEXATIOUS LITIGANT

37. Have you or a company in which you were the sole owner, majority shareholder, officer, or director ever been the subject of a complaint alleging fraud, deceit, misrepresentation, forgery, or legal malpractice?

Yes ☐ No ☐

38. [Have you ever been the subject of a complaint alleging that you engaged in the unauthorized practice of law?](#)

Yes ☐ No ☐

39. [If you answered "yes" to question 38, please provide a narrative regarding the circumstances surrounding the complaint and the outcome. Please also upload any related documentation.](#)

40. Have you ever been declared a vexatious litigant by a court?

Yes ☐ No ☐

41. If you answered “yes” to question 40, please provide a narrative regarding the circumstances surrounding the issuance of the order and upload any related documentation.

SCHOLASTIC DISCIPLINE AND BAR EXAMINATIONS

~~39.~~42. Have you ever been found to have violated the honor, conduct code, or other rules governing conduct at an educational institution?

Yes ☐ No ☐

~~40.~~43. Have you ever been warned, dropped, suspended, placed on disciplinary probation, expelled, requested to resign, allowed to resign or discontinue your studies in lieu of discipline, or otherwise subjected to discipline by any educational institution?

Yes ☐ No ☐

~~41.~~44. If you answered “yes” to question ~~42~~33 or ~~43~~34, please provide a detailed narrative of the circumstances surrounding each incident, including the name of the school, the date of the incident, and the final disposition and date:

~~42.~~45. Have you ever received a written warning or sanction for your conduct during the administration of a bar examination?

Yes ☐ No ☐

46. If you answered "yes" to question 45, please provide a narrative regarding the circumstances surrounding the issuance of the written warning or sanctions and upload any related documentation.

CONVICTIONS

~~The applicant has a continuing duty to inform the State Bar's Office of Admissions through the applicant portal, or in writing, of any changes or updates in responses to questions under the moral character section of the application whenever there is an addition to or change in information previously furnished (Rule 4.42 of the Admissions Rules).~~

~~IN ANSWERING THE FOLLOWING QUESTIONS, YOU MUST INCLUDE ALL SUCH INCIDENTS AND CONVICTIONS, NO MATTER HOW MINOR THE INCIDENT. Traffic violations which must be reported under this question include Failure to Appear, Driving without a License, Driving with a Suspended License, and Reckless Driving, as well as traffic violations that resulted in a misdemeanor or felony conviction.~~

~~DO NOT INCLUDE THE FOLLOWING:~~

- ~~• Arrests that did not result in a conviction, guilty plea, or nolo contendere plea, unless you are awaiting final adjudication of the matter.~~
- ~~• Any arrest, conviction, or other proceeding the record of which has been ordered or is required to be sealed, obliterated, dismissed, or destroyed pursuant to sections 851.7, 1203.4a*, 1203.45*, 1000 to 1000.11, 1001 to 1001.11, or 1001.20 to 1001.35 of the Penal Code of California, or section 781 of the Welfare and Institutions Code of California, or section 11361.5 of the Health and Safety Code of California, or pursuant to a similar statute of another jurisdiction which provides in substance and effect that upon entry of an order, such arrest, conviction, or~~

~~other proceeding shall be deemed not to have occurred or that the person to whom the proceeding relates, in answering any related question, may state it did not occur.~~

- ~~• Any arrest, conviction, or other proceeding, the record of which has been ordered or is required to be sealed, obliterated, dismissed, or destroyed pursuant to the statute of another jurisdiction, which statute provides in substance and effect that upon entry of an order, such arrest, conviction, or other proceeding shall be deemed not to have occurred or that the person to whom the proceeding relates, in answering any related question, may state it did not occur. If you believe you come within this exclusion, you MUST include with your application a copy of the applicable statute and any supporting annotations and answer YES to question 48 below.~~

~~If you respond "Yes" to questions 36, 37, 38, 39, 40, 41, 42, or 43 below, complete and submit **Form 2—Record of Criminal Cases**. Please also attach a copy of the police report, docket sheet, minutes, register of actions, complaint, indictment, trial disposition, sentence, appeal, probation report, and certified copy of conviction, if applicable.~~

~~***NOTE***~~

~~The above referenced sections of the Penal Code include sections 1203.4a and 1203.45, **not** section 1203.4. Section 1203.4 (expungement) **REQUIRES** disclosure of matters dismissed under that section in response to a direct question contained in an application for licensure by a state agency.~~

~~43. Have you ever been convicted of the violation of a misdemeanor or felony, or pleaded guilty or nolo contendere to a violation of a misdemeanor or felony, whether or not the charges were dismissed, the court entered a judgment of conviction, or the court imposed a sentence?~~

~~Yes ☐ No ☐~~

~~44. Were you ever adjudicated as a juvenile in a case in which the court sustained a misdemeanor count?~~

~~Yes ☐ No ☐~~

~~45. Were you convicted of an adult misdemeanor?~~

~~Yes ☐ No ☐~~

~~46. Were you ever adjudicated as a juvenile in a case in which the court sustained a felony count?~~

~~Yes ☐ No ☐~~

~~47. Were you convicted of an adult felony?~~

~~Yes ☐ No ☐~~

~~48. Are you currently the subject of any pending criminal investigations or arrests?~~

~~Yes ☐ No ☐~~

~~49. Have you ever been held in contempt of court?~~

~~Yes ☐ No ☐~~

~~50. Have you ever been granted immunity in lieu of criminal prosecution?~~

~~Yes ☐ No ☐~~

~~51. Are you submitting a statute of another jurisdiction pursuant to the section above?~~

~~Yes ☐ No ☐~~

LAW ENFORCEMENT MATTERS

If you respond "yes" to questions 47, 48, 49, 50, or 51 below, complete and submit **Form 2 - Record of Law Enforcement Matters**. Please also attach a copy of the police report, charging document (e.g., complaint, indictment, information), docket or register of actions, trial disposition, sentence, appeal, probation report, and certified copy of conviction.

47. Have you ever been convicted a misdemeanor or felony, or pleaded guilty or nolo contendere (no contest) to the commission of a misdemeanor or felony?

Yes ☐ No ☐

48. Were you ever adjudicated as a juvenile in a case in which the court sustained a misdemeanor or felony count?

Yes ☐ No ☐

49. Are you the subject of any pending or otherwise unresolved criminal matter or other law enforcement related matter?

Yes ☐ No ☐

50. Have you ever been convicted of an alcohol or drug related traffic violation, regardless of its classification?

Yes ☐ No ☐

51. Have you ever been convicted of driving without a license, driving with a suspended or revoked license, or failure to appear in court?

Yes ☐ No ☐

You are required to disclose matters that have been dismissed, sealed, expunged, or similarly disposed in response to the questions above, unless the governing court order or statute permits nondisclosure to the State Bar.

You are required to update your responses to the questions above, regarding any relevant incidents or events that occur after you submit your application within 30 days.

BONDEDNESS, DISCHARGE OF OBLIGATION & INDEBTEDNESS

If you respond "yes" to question [5649](#) below, complete and submit **Form 1 - Record of Civil Actions and Administrative Proceedings**.

If you respond "yes" to a question in the "Indebtedness" section below, attach a copy of your credit report dated within the last 30 days.

BONDEDNESS

~~47.~~52. Have you ever held a bonded position or a position that required your employer to post a bond?

Yes ☐ No ☐

~~48.~~53. Have you been denied a bond?

Yes ☐ No ☐

~~49.~~54. Has anyone ever sought to recover against or cancel a bond?

Yes ☐ No ☐

~~50.~~55. If you answered “yes” to question ~~53~~46 or ~~54~~7, please explain the circumstances surrounding each incident. Include the nature of position held, date you started the position, date you left the position, and the amount of the bond). Supplemental materials may be attached should you require additional space:

DISCHARGE OF OBLIGATION

~~51.~~56. Are you in default in the performance or discharge of any duty or obligation imposed upon you by a court or administrative agency, including monetary and other judgments, restitution, payment of court fees, and support orders (including child support, family support, spousal support, and alimony)?

Yes ☐ No ☐

INDEBTEDNESS

~~52.~~57. Do you owe any debts, including student loans or tax liabilities, that are past due (include those barred by the statute of limitations and charged off credit accounts)?

Yes ☐ No ☐

~~53.~~58. Have you ever defaulted on any student loan?

Yes ☐ No ☐

~~54.~~59. If you answered "yes" to question ~~57~~0 or ~~58~~1, list each past due debt, provide the name and present address of the creditor, nature of the indebtedness, date incurred, account numbers, amount still owed, reason for nonpayment, and the steps taken to address the debt. Supplemental materials may be attached should you require additional space:

BANKRUPTCY

If you respond "yes" to question ~~60~~53, ~~61~~54, or ~~62~~55 below, complete and submit **Form 3 - Record of Bankruptcy or Insolvency. Attach the petition for bankruptcy, all schedules and statements filed with the bankruptcy petition, any objection or exemption to discharge filed by a creditor and the ruling thereon, and any discharge order from the bankruptcy court.**

If you respond "yes" to question ~~56~~3 below, complete and submit **Form 4 - Sued by a Receiver, Trustee, or Other Authority of Bankruptcy. Attach any and all relevant, supporting documentation.**

~~55.~~60. Have you filed (personal or business) or been the subject of a petition in bankruptcy?

Yes ☐ No ☐

~~56.~~61. Have you ever had debts discharged in bankruptcy?

Yes ☐ No ☐

~~57.~~62. Do you have a bankruptcy pending under a Chapter 13 reorganization?

Yes ☐ No ☐

~~58.~~~~63.~~ ____ Has an adversary proceeding ever been filed against you by a receiver, trustee, or other authority of any bankruptcy estate, for unlawful preference, conspiracy to conceal assets, or any other fraud or offense?

Yes ☐ No ☐

ABILITY TO PRACTICE LAW

~~59.~~~~64.~~ ____ Is there any issue that would interfere with your ability to practice law in accordance with the duties and ethical obligations of an attorney?

Yes ☐ No ☐

~~60.~~~~65.~~ ____ If you answered "yes" to question ~~64.~~~~57.~~, describe, completely, the issue that would interfere with your ability to practice law in accordance with the duties and ethical obligations of an attorney:

~~61.~~~~66.~~ ____ Are you currently the subject of a conservatorship?

Yes ☐ No ☐

~~62.~~~~67.~~ ____ If you answered "yes" to question ~~66.~~~~59.~~, would this currently interfere with your ability to practice law in accordance with the duties and ethical obligations of an attorney?

Yes ☐ No ☐ N/A ☐

CHEMICAL DEPENDENCY

~~In answering the following question, you must consider the following definitions for the words and phrases, below:~~

- ~~• "Ability to practice law" includes being able to perform services in a court of justice, in any manner, throughout various stages and in conformity with adopted rules of procedure. In a larger sense it includes being able to provide legal advice and counsel, and prepare legal instruments and contracts by which legal rights are protected. Law practice may also include the resolution of legal questions for consumers by advice and action if difficult or doubtful legal questions are involved, which, to safeguard the public, reasonably demand the application of a trained legal mind.~~

- ~~"Chemical dependency" is to be construed to include abuse or excessive use of or addiction to alcohol, drugs, or medications.~~
- ~~"Currently" does not mean on the day of, or even in the weeks or months preceding the completion of the application. Rather, it means recently enough so that you believe that the use of drugs or alcohol may have an ongoing impact on your functioning as an attorney.~~

If you respond "Yes" to question 61 below, complete and submit ~~Form 6—Description of Chemical Dependency Affecting Your Current Ability to Practice Law.~~

61. Do you have any chemical dependency issue that would currently interfere with your ability to practice law?
Yes ☐ No ☐

If applicable, please take this opportunity to attach completed copies of the following forms:

- ~~Form 6—Description of Chemical Dependency Affecting Your Current Ability to Practice Law~~

AUTHORIZATION AND RELEASE

IN RE APPLICATION OF

NAME: _____

I, _____, hereby consent to the State Bar of California conducting an investigation into my qualifications for good moral character. **I have carefully read the questions in the foregoing application and have answered them truthfully, fully, and completely, without mental reservations of any kind. I fully understand that failure to make a full disclosure of any fact or information called for may result in the denial of my application and receipt of an adverse moral character determination.** I therefore expressly authorize the State Bar of California, by and through its authorized agents or representatives (collectively, the "State Bar"), to make inquiries and request information from third parties which, in the sole discretion of the State Bar, is deemed necessary to determine my qualifications for good moral character. I understand that this Authorization and Release will remain effective throughout the entire moral character determination process, which includes proceedings before the State Bar Court and the California Supreme Court. I understand that I may withdraw this authorization at any time, and I acknowledge and agree that withdrawal of this Authorization and Release will terminate the moral character determination process. Notwithstanding this authorization, the State Bar and the Committee of Bar Examiners shall not request, review, or consider any medical records relating to my mental health, unless I seek to use the record either to demonstrate that I have good moral character or as a mitigating factor to explain a specific act of misconduct.

I authorize and request every person, organization, association, firm, company, corporation, school, employer (past or present), bank, financial institution, franchise tax board, consumer or credit reporting agency, law enforcement agency, governmental agency or instrumentality, court, or any other third party (collectively, "Third Party") having an opinion about me or knowledge or control of any documents, records, or data pertaining to me, including, but not limited to, any confidential or sealed records, public or private disciplinary records, or any criminal history record information (collectively, "Information") to reveal, furnish, and release to the State Bar any such Information. Records from financial institutions include, for example, bank statements and account information such as number of accounts and account balances. I further authorize and request any Third Party to answer any and all inquiries, questions, or interrogatories asked by the State Bar concerning me or such Information about me and to appear before the State Bar or the State Bar Court and give full and complete testimony concerning me or such Information about me.

Without limiting the previously described release, I specifically authorize the National Personnel Records Center, St. Louis, Missouri, or other custodian of my military records, to reveal, furnish, and release Information to the State Bar from my military personnel file including a DD Form 214 or Report of Separation, if any. I also specifically authorize the release of Information from other state bars, bar associations, or bar grievance councils regarding charges or complaints filed against me, formal or informal, pending or closed, or any other pertinent Information, as well as all undergraduate, graduate,

or law school Information relating to my admission and my conduct during my enrollment in such schools. I further authorize all law schools, educational institutions and testing organizations to release to the State Bar Information to be used in conjunction with studies conducted by the State Bar regarding the admissions process.

I understand that the fact that I am a California applicant will be communicated to other bar admitting entities, as well as to the National Conference of Bar Examiners and by that agency to such other bar admitting authorities as may inquire, and I further authorize the State Bar to release any Information received or obtained in connection with my moral character application to other bar admitting entities and the National Conference of Bar Examiners for purposes of other moral character investigations pertaining to me.

I hereby release, discharge, and exonerate the State Bar of California, including its Board of Trustees and the Committee of Bar Examiners, and all officers, employees, agents, and representatives (as the same may be constituted from time to time) and any Third Party from and against any and all claims, demands, causes of action, damages, judgments, debts, obligations, or liabilities of every nature and kind arising out or in connection with any Information furnished to the State Bar or used by the State Bar pursuant to this Authorization and Release.

I also understand that pursuant to Rule 4.42 of the *Admissions Rules*, I am under a continuing obligation to keep my application current and must update in writing my response to the application whenever there is an addition to or a change to information previously furnished to the State Bar.

For purposes of this Authorization and Release the undersigned gives permission to use a photocopy of his or her signature on this form as an original signature.

I hereby declare under penalty of perjury under the laws of the State of California that the answers and statements provided by me in the foregoing application are true and correct.

Executed on _____
(Date)

at _____
(City and State)

(Printed Name)

SIGN HERE _____
(Signature of Declarant)

Note: Applications received more than 30 days after being signed will be returned as stale dated.



The State Bar of California

OFFICE OF ADMISSIONS

MORAL CHARACTER DETERMINATION APPLICATION

Please carefully read this important information before beginning the Application for Determination of Moral Character.

Important Reminders:

Applicants are encouraged to file an Application for Determination of Moral Character before the start of their last year of law study.

This application is for use by all applicants seeking an initial Moral Character Determination, whether as a law student or attorney applicant for admission to the Bar, and applicants for the Multijurisdictional Practice and Foreign Legal Consultant programs.

Failure to submit an application in a timely manner will delay law licensure.

In answering questions presented on the Application for Determination of Moral Character, applicants should consider the following:

Rule 4.40 of the *Admissions Rules* states:

- (A) An applicant must be of good moral character as determined by the State Bar. The applicant has the burden of establishing that he or she is of good moral character.
- (B) "Good moral character" includes but is not limited to qualities of honesty, fairness, candor, trustworthiness, observance of fiduciary responsibility, respect for and obedience to the law, and respect for the rights of others and the judicial process.

It is important to be truthful on the application. The State Bar considers candor to be a significant factor in determining whether an applicant has the good moral character required for admission to practice law.

Rule 4.42 of the *Admissions Rules* states:

Until admitted to practice law, an applicant who has submitted an Application for Determination of Moral Character has a continuing duty to promptly notify the Office of Admissions whenever information provided in the application has changed or there is new information relevant to the application. Failure to provide updated information within thirty days after the change or addition to the information originally submitted may be cause for suspension of a positive moral character determination.

Rule 4.41(A) of the *Admissions Rules* states:

An attorney who is suspended for disciplinary reasons or disbarred, has resigned with disciplinary charges pending or is otherwise not in good standing for disciplinary reasons in any jurisdiction may not submit an application.

Once you have completed the hard copy application, please mail it to the following address:

Office of Admissions
The State Bar of California
845 South Figueroa Street
Los Angeles, CA 90017-2515

PERSONAL & CONTACT INFORMATION

Please fill out all related personal and contact information and 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.

Names

| | | |
|------------|-------------|-----------|
| _____ | _____ | _____ |
| First Name | Middle Name | Last Name |

Date & Place of Birth

Birthdate (MM/DD/YYYY)

| | | |
|------------------|----------------|---------------|
| _____ | _____ | _____ |
| Country of Birth | State of Birth | City of Birth |

Email Addresses (list all)

| | | |
|----------------|------------------|---|
| <hr/> | <hr/> | Preferred Email (select only one): <input type="checkbox"/> Personal Email <input type="checkbox"/> University Email <input type="checkbox"/> Work Email <input type="checkbox"/> Other Email |
| Personal Email | University Email | |
| <hr/> | <hr/> | |
| Work Email | Other Email | |

Phone Numbers (list all)

| | | |
|--------------|-------------|---|
| <hr/> | <hr/> | Preferred Phone (select only one): <input type="checkbox"/> Home Phone <input type="checkbox"/> Work Phone <input type="checkbox"/> Mobile Phone <input type="checkbox"/> Other Phone |
| Home Phone | Work Phone | |
| <hr/> | <hr/> | |
| Mobile Phone | Other Phone | |

Mailing Address

| | | |
|-----------------|---------------------------|----------------------------|
| <hr/> | <hr/> | |
| Mailing Country | Mailing Street | |
| <hr/> | <hr/> | <hr/> |
| Mailing City | Mailing State or Province | Mailing Zip or Postal Code |

PLEASE INDICATE THE REASON YOU ARE APPLYING FOR A MORAL CHARACTER DETERMINATION

Reference the following key for guidance on selecting the appropriate option:

- Please select "Full admission to the State Bar" if you intend to become a fully licensed attorney in California.
- Please select "Multijurisdictional Practice (MJP) program" if you are a licensed attorney in a U.S. State other than California who has or will be applying to receive limited rights to practice law in California, under an MJP program (Registered In-House Counsel, Registered Legal Aid Attorney, or Registered Military Spouse Attorney).
- Please select "Foreign Legal Consultant (FLC) program" if you are a licensed attorney in a foreign jurisdiction who has or will be applying to receive the right to provide legal advice regarding your foreign country's law within California, under the FLC program.

Please visit the State Bar of California's website, at: <https://www.calbar.ca.gov/Attorneys/Conduct-Discipline/Rules/Rules-of-the-State-Bar>, for more information regarding the rules and benefits of these programs.

1. I have applied for, or I will apply for:
- ☐ Full admission to the State Bar
 - ☐ Multijurisdictional Practice (MJP) program
 - ☐ Foreign Legal Consultant (FLC) program

FORMER NAMES & ALIASES

Please provide any and all former names or aliases. Please do not list your current name in this section. Supplemental materials may be attached should you require additional space.

If your response to question 2 is "yes," please provide the effective dates and the reason for change of each alias provided. If a change was made simply by assumption and use, please so state. If a change was made by court order or as part of a divorce proceeding, please so state and complete **Form 1 - Record of Civil Actions and Administrative Proceedings**.

You must also attach a copy of the name change document, if applicable.

Former Names & Aliases

2. Have you ever been known by any other name?
- Yes ☐ No ☐

(A)

| | | |
|------------|-------------|-----------|
| _____ | _____ | _____ |
| First Name | Middle Name | Last Name |

| | |
|------------------------|----------------------|
| _____ | _____ |
| Date From (MM/DD/YYYY) | Date To (MM/DD/YYYY) |

Reason for Name Change ☐ Assumption/Use ☐ Court Order ☐ Marriage ☐ Divorce ☐ Other

Reason for Name Change (if "Other")

(B)

 First Name

 Middle Name

 Last Name

 Date From (MM/DD/YYYY)

 Date To (MM/DD/YYYY)

Reason for Name Change

☐ Assumption/Use ☐ Court Order ☐ Marriage ☐ Divorce ☐ Other

 Reason for Name Change (if "Other")
DRIVING RECORDS

You are required to disclose all driver's licenses you have ever been issued.

For each jurisdiction, other than California, in which you have held a driver's license within the last 10 years or since the age of 18, whichever is shorter, you must provide a copy of your driving record with your Determination Application that meets the following requirements:

- an original and certified copy
- issued within six months of the date on which your current application is submitted
- contains at least five years of your driving history or the longest timeframe provided by the jurisdiction, whichever is shorter

All questions in this step require an answer. If a field is not applicable, please answer "N/A."

3. Have you ever been issued a California Driver's License?

Yes ☐ No ☐

4. If yes, please enter your California Driver's License Number:

5. Have you ever been issued an out-of-state or foreign driver's license?

Yes ☐ No ☐

6. If yes, indicate each jurisdiction and driver's license number.

7. Has your driver’s license ever been suspended or revoked?
Yes ☐ No ☐
8. If you answered “yes” to question 7, please provide a narrative regarding the circumstances leading up to and through the suspension or revocation and when it occurred.

RESIDENCE HISTORY

State the physical address (not the mailing address) of every residence that you have had in the last 10 years or since the age of 18, whichever is shorter, including your current residence. Provide the addresses for college and law school residences where you lived during the ten-year period. Extended travels abroad may be further explained in the "Accounting for Gaps in Residence History" step. Supplemental materials may be attached should you require additional space.

9. Do you confirm that you will provide at least the past 10 years of your residence history or since the age of 18?
Yes ☐ No ☐

(A)

| | | | |
|------------------------|--|----------------------|---------|
| <hr/> | | <hr/> | |
| Date From (MM/DD/YYYY) | | Date To (MM/DD/YYYY) | |
| <hr/> | | <hr/> | |
| Address | | City | |
| <hr/> | | <hr/> | |
| State or Province | | ZIP | Country |
| <hr/> | | <hr/> | <hr/> |

(B)

| | | |
|-----------------------------------|----------------|---------------------------------|
| <div>Date From (MM/DD/YYYY)</div> | | <div>Date To (MM/DD/YYYY)</div> |
| <div>Address</div> | | <div>City</div> |
| <div>State or Province</div> | <div>ZIP</div> | <div>Country</div> |

(C)

| | | |
|-----------------------------------|----------------|---------------------------------|
| <div>Date From (MM/DD/YYYY)</div> | | <div>Date To (MM/DD/YYYY)</div> |
| <div>Address</div> | | <div>City</div> |
| <div>State or Province</div> | <div>ZIP</div> | <div>Country</div> |

(D)

| | | |
|-----------------------------------|----------------|---------------------------------|
| <div>Date From (MM/DD/YYYY)</div> | | <div>Date To (MM/DD/YYYY)</div> |
| <div>Address</div> | | <div>City</div> |
| <div>State or Province</div> | <div>ZIP</div> | <div>Country</div> |

ACCOUNTING FOR GAPS IN RESIDENCE HISTORY

Please review the dates of residence reflected in the Residence History above. If the dates of residence do not account for your entire residence history for the past 10 years or since the age of 18, whichever is shorter, explain to the best of your recollection where you were residing (for example, 6/2020–12/2020: [indicate city, state or country/region]; 1/2021–5/2021: city, state or country/region]). Supplemental materials may be attached should you require additional space.

10. Please explain any gaps in your residence history; if none, enter "No gaps":

NONLEGAL EDUCATION

Please indicate all post high school or GED study, college-level instruction, and graduate instruction, other than your legal education, which you will be asked to provide separately. Supplemental materials may be attached should you require additional space.

11. Are you currently attending, have you attended, or have you graduated from an educational institution, other than law school?

Yes ☐ No ☐

(A)

School Name

Country

State or Province

City

Date From
(MM/DD/YYYY)

Date To
(MM/DD/YYYY)

Graduation Date
(MM/DD/YYYY)

Degree Earned

(B)

 School Name

 Country

 State or Province

 City

 Date From
(MM/DD/YYYY)

 Date To
(MM/DD/YYYY)

 Graduation Date
(MM/DD/YYYY)

 Degree Earned

(C)

 School Name

 Country

 State or Province

 City

 Date From
(MM/DD/YYYY)

 Date To
(MM/DD/YYYY)

 Graduation Date
(MM/DD/YYYY)

 Degree Earned
LEGAL EDUCATION

Please indicate all law schools you have attended, even if you do not claim credit for the law study completed at each school.

If you have received, or are currently receiving, legal education in a law office or judge's chambers within the Law Office Study program, please do not include that education here.

Lastly, if you obtained, or will obtain, multiple degrees from the same law school (for example, both a J.D. degree and an LL.M. degree), please list each program or degree separately. Supplemental materials may be attached should you require additional space.

12. Are you currently attending, have you attended, or have you graduated from law school?

Yes ☐ No ☐

(A)

| | | | |
|---------------------------|-------------------------|---------------------------------|---------------|
| <hr/> | | | <hr/> |
| School Name | | | Student ID |
| <hr/> | | | <hr/> |
| <hr/> | <hr/> | <hr/> | <hr/> |
| Country | State or Province | | City |
| <hr/> | | | <hr/> |
| <hr/> | <hr/> | <hr/> | <hr/> |
| Date From (MM/DD/YYYY) | Date To (MM/DD/YYYY) | Graduation Date (MM/DD/YYYY) | Degree Earned |

(B)

| | | | |
|---------------------------|-------------------------|---------------------------------|---------------|
| <hr/> | | | <hr/> |
| School Name | | | Student ID |
| <hr/> | | | <hr/> |
| <hr/> | <hr/> | <hr/> | <hr/> |
| Country | State or Province | | City |
| <hr/> | | | <hr/> |
| <hr/> | <hr/> | <hr/> | <hr/> |
| Date From (MM/DD/YYYY) | Date To (MM/DD/YYYY) | Graduation Date (MM/DD/YYYY) | Degree Earned |

(C)

| | | | |
|---------------------------|-------------------------|---------------------------------|---------------|
| <hr/> | | | <hr/> |
| School Name | | | Student ID |
| <hr/> | | | <hr/> |
| <hr/> | <hr/> | <hr/> | <hr/> |
| Country | State or Province | | City |
| <hr/> | | | <hr/> |
| <hr/> | <hr/> | <hr/> | <hr/> |
| Date From (MM/DD/YYYY) | Date To (MM/DD/YYYY) | Graduation Date (MM/DD/YYYY) | Degree Earned |

MILITARY SERVICE

Please provide records of your military service, if any.

If you are separated from military service, attach a copy of the DD Form 214. If you have separated from military service more than once, submit a DD form 214 for each separation from military service. Make sure the copy(ies) includes your "Type of Separation" and "Character of Service." This form may be acquired by writing to Military Personnel Records Center, 9700 Page Blvd., St. Louis, MO 63132. You are required to furnish a DD Form 214 or other report of separation. If you are advised by the Military Personnel Records Center that no such document exists, you must attach a copy of that notification to this application.

--Note--

Acquiring a DD Form 214 or other report of separation from the Military Personnel Records Center can be a time-consuming process. A delay in receiving these records by the State Bar will delay the processing of your application.

13. Have you ever been a member of the armed forces of the United States, its reserve components, or the National Guard?

Yes ☐ No ☐

Military Service Type ☐ Regular Armed Forces ☐ Reserve ☐ National Guard ☐ Navy

Branch ☐ Air Force ☐ Army ☐ Coast Guard ☐ Marine Corps ☐ Space Force

| Serial Number | | Rank | Duty Station |
|---|---|---|--|
| Date From (MM/DD/YYYY) | | Date To (MM/DD/YYYY) | <input type="checkbox"/> Present Military Service Zone (State or Country) |
| Honorable Discharge Received Yes <input type="checkbox"/> No <input type="checkbox"/> | Administratively Discharged Yes <input type="checkbox"/> No <input type="checkbox"/> | Court-Martialed Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| Resigned in lieu of Court-Martial Yes <input type="checkbox"/> No <input type="checkbox"/> | Awarded Non-Judicial Punishment Yes <input type="checkbox"/> No <input type="checkbox"/> | | |
| Military Discipline Narrative: | | | |
| <hr/> | | | |
| <hr/> | | | |
| <hr/> | | | |
| <hr/> | | | |

SELF-EMPLOYMENT HISTORY

Please provide any and all law-related self-employment. You must also list all non-law related self-employment for the last 10 years or since the age of eighteen, whichever is shorter. Include the name and address of a person who can verify your employment. Do not include your spouse, partner, or significant other or persons related to you by blood or through your spouse, partner, or significant other. Additionally, do not include persons listed as an employment or personal reference elsewhere in this application or persons who have only a casual knowledge of you. Supplemental materials may be attached should you require additional space.

14. Do you have any current or previous self-employment?

Yes ☐ No ☐

| | | | |
|------------------------|---------------------------|--|--|
| Name of Business | | Nature of Business | |
| | | Law-Related employment | |
| Description of Duties | | Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| Business Address | | City | |
| State or Province | ZIP | Country | |
| Date From (MM/DD/YYYY) | Date To (MM/DD/YYYY) | <input type="checkbox"/> Present | |
| Full Name of Reference | | Occupation | |
| Length of Time Known | Phone Number of Reference | Email Address of Reference | |

Address of Reference

City

State or Province

ZIP

Country
EMPLOYMENT HISTORY

Please list all law-related employment or experience since the age of 18. You are required to disclose any experience in the legal field, whether paid or unpaid, including internships, externships, judicial clerkships, and law clerk positions.

You must also list all non-law related employment for the last 10 years or since the age of 18, whichever is shorter, and lasted longer than 6 months.

Please ensure that all email addresses are current. If the company or business no longer exists, please so indicate. If you are aware that your former supervisor is no longer with the company or business, please so indicate.

Please provide the name and contact information of a supervisor other than your spouse, partner, or significant other or a person related to you by blood or through your spouse, partner, or significant other, who can verify such employment.

You are required to provide the name and contact information for your supervisor. If the business is now defunct, you are not required to enter an email address or phone number for your supervisor. However, if the business is defunct or the supervisor is no longer with the company, but you have current contact information for that person, please provide it. If your supervisor is no longer with the business and you do not have their current contact information, enter "Human Resources" for the Full Name of Supervisor and enter the businesses' information for the supervisors' contact fields.

Your current and past employers will be contacted as part of the processing of your application and the information you provide will appear on this correspondence exactly as entered. Supplemental materials may be attached should you require additional space.

15. Do you have any current or previous employers?

Yes ☐ No ☐

(A)

Employer Name

Employment Position

Employment Duties

Law-Related Employment

Yes ☐ No ☐

| | | |
|--|--|--|
| <div>Date From (MM/DD/YYYY)</div> | <div>Date To (MM/DD/YYYY)</div> | <div><input type="checkbox"/> Present</div> |
| <div>Reason for Leaving Employer</div> | | <div>Employer Still in Business Yes <input type="checkbox"/> No <input type="checkbox"/></div> |
| <div>Full Name of Supervisor</div> | | <div>Supervisor Still with Employer Yes <input type="checkbox"/> No <input type="checkbox"/></div> |
| <div>Phone Number of Supervisor</div> | <div>Email Address of Supervisor</div> | |
| <div>Address of Employer</div> | | <div>City</div> |
| <div>State or Province</div> | <div>ZIP</div> | <div>Country</div> |
| <div>(B)</div> | | |
| <div>Employer Name</div> | <div>Employment Position</div> | |
| <div>Employment Duties</div> | | <div>Law-Related Employment Yes <input type="checkbox"/> No <input type="checkbox"/></div> |
| <div>Date From (MM/DD/YYYY)</div> | <div>Date To (MM/DD/YYYY)</div> | <div><input type="checkbox"/> Present</div> |
| <div>Reason for Leaving Employer</div> | | <div>Employer Still in Business Yes <input type="checkbox"/> No <input type="checkbox"/></div> |
| <div>Full Name of Supervisor</div> | | <div>Supervisor Still with Employer Yes <input type="checkbox"/> No <input type="checkbox"/></div> |

| | | | |
|-----------------------------|----------------------|--|---------|
| <hr/> | | <hr/> | |
| Phone Number of Supervisor | | Email Address of Supervisor | |
| <hr/> | | <hr/> | |
| Address of Employer | | City | |
| <hr/> | | <hr/> | |
| State or Province | | ZIP | Country |
| <hr/> | | <hr/> | <hr/> |
| (C) | | | |
| <hr/> | | <hr/> | |
| Employer Name | | Employment Position | |
| <hr/> | | <hr/> | |
| Employment Duties | | Law-Related Employment Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| <hr/> | | <hr/> | |
| Date From (MM/DD/YYYY) | Date To (MM/DD/YYYY) | <input type="checkbox"/> Present | |
| <hr/> | <hr/> | <hr/> | |
| Reason for Leaving Employer | | Employer Still in Business Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| <hr/> | | <hr/> | |
| Full Name of Supervisor | | Supervisor Still with Employer Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| <hr/> | | <hr/> | |
| <hr/> | | <hr/> | |
| Phone Number of Supervisor | | Email Address of Supervisor | |
| <hr/> | | <hr/> | |
| Address of Employer | | City | |
| <hr/> | | <hr/> | |
| State or Province | | ZIP | Country |
| <hr/> | | <hr/> | <hr/> |

(D)

| | | |
|-----------------------------|-----------------------------|--|
| <hr/> | | <hr/> |
| Employer Name | | Employment Position |
| <hr/> | | <hr/> |
| Employment Duties | | Law-Related Employment Yes <input type="checkbox"/> No <input type="checkbox"/> |
| <hr/> | <hr/> | <hr/> |
| Date From (MM/DD/YYYY) | Date To (MM/DD/YYYY) | <input type="checkbox"/> Present |
| <hr/> | | <hr/> |
| Reason for Leaving Employer | | Employer Still in Business Yes <input type="checkbox"/> No <input type="checkbox"/> |
| <hr/> | | <hr/> |
| Full Name of Supervisor | | Supervisor Still with Employer Yes <input type="checkbox"/> No <input type="checkbox"/> |
| <hr/> | | <hr/> |
| <hr/> | <hr/> | |
| Phone Number of Supervisor | Email Address of Supervisor | |
| <hr/> | | <hr/> |
| Address of Employer | | City |
| <hr/> | <hr/> | <hr/> |
| State or Province | ZIP | Country |

(E)

| | | |
|------------------------|----------------------|--|
| <hr/> | | <hr/> |
| Employer Name | | Employment Position |
| <hr/> | | <hr/> |
| Employment Duties | | Law-Related Employment Yes <input type="checkbox"/> No <input type="checkbox"/> |
| <hr/> | <hr/> | <hr/> |
| Date From (MM/DD/YYYY) | Date To (MM/DD/YYYY) | <input type="checkbox"/> Present |

Reason for Leaving Employer

Employer Still in Business

Yes ☐ No ☐

Full Name of Supervisor

Supervisor Still with Employer

Yes ☐ No ☐

Phone Number of Supervisor

Email Address of Supervisor

Address of Employer

City

State or Province

ZIP

Country

16. Have you ever been terminated for cause or asked to resign in lieu of termination?

Yes ☐ No ☐

17. If you answered "yes" to question 16, please provide each instance. Specify the employer and provide a narrative regarding the circumstances leading up to and through your termination or resignation.

ACCOUNTING FOR GAPS IN ACTIVITY

Please review your responses to the sections listed below to make sure that you have accounted for your time for the last 10 years or since the age of 18, whichever is shorter.

- Nonlegal Education
- Legal Education
- Self-Employment

- Employment
- Military Service

In addition, please also consider any time you may have spent studying within the Law Office Study program. Please indicate all periods of law office study here.

If your replies to these questions do not account for the last 10 years or since the age of 18, whichever is shorter, then explain to the best of your recollection where you were and what you were doing (for example, 06/2020–12/2020: cared for a relative in [indicate location]; 01/2021–05/2021: traveled [indicate location]). **If you held a job (or jobs) which lasted less than six months, please state the position and the reason for leaving.** Supplemental materials may be attached should you require additional space.

18. Please explain any gaps in your activity; if none, enter "No gaps":

PERSONAL REFERENCES

State the full name, email address, complete mailing address (including floor and/or suite numbers), and occupation of five reputable and responsible persons who know you well. At least one of these persons should be a member of the Bar of any U.S. or foreign jurisdiction and only one may be a law professor from whom you have received instruction.

Do not include your spouse, partner, significant other, or persons related to you by blood or through your spouse, partner, or significant other. Additionally, do not include persons listed as an employment or personal reference elsewhere in this application or persons who have only a casual knowledge of you. Please make certain that all email and physical addresses are current and complete.

19. Do you certify that your references meet the requirements above?

Yes ☐ No ☐

(A)

Bar
Member?

Yes ☐ No ☐

Full Name of Reference

Occupation

Length of Time Known

Phone Number of Reference

Email Address of Reference

| | | |
|-------------------------------|--------------|------------------|
| _____ Address of Reference | | _____ City |
| _____ State or Province | _____ ZIP | _____ Country |

(B)

| | | |
|---------------------------------|------------------------------------|--|
| _____ Full Name of Reference | _____ Occupation | Bar Member? Yes <input type="checkbox"/> No <input type="checkbox"/> |
| _____ Length of Time Known | _____ Phone Number of Reference | _____ Email Address of Reference |

| | | |
|-------------------------------|--------------|------------------|
| _____ Address of Reference | | _____ City |
| _____ State or Province | _____ ZIP | _____ Country |

(C)

| | | |
|---------------------------------|------------------------------------|--|
| _____ Full Name of Reference | _____ Occupation | Bar Member? Yes <input type="checkbox"/> No <input type="checkbox"/> |
| _____ Length of Time Known | _____ Phone Number of Reference | _____ Email Address of Reference |

| | | |
|-------------------------------|--------------|------------------|
| _____ Address of Reference | | _____ City |
| _____ State or Province | _____ ZIP | _____ Country |

ATTACHMENT J

(D)

Bar
Member?
Yes ☐ No ☐_____
Full Name of Reference_____
Occupation_____
Length of Time Known_____
Phone Number of Reference_____
Email Address of Reference_____
Address of Reference_____
City_____
State or Province_____
ZIP_____
Country

(E)

Bar
Member?
Yes ☐ No ☐_____
Full Name of Reference_____
Occupation_____
Length of Time Known_____
Phone Number of Reference_____
Email Address of Reference_____
Address of Reference_____
City_____
State or Province_____
ZIP_____
Country**CREDENTIALS & LICENSES**

20. Have you ever submitted an application for a license, or held a license or certification for a business, trade, or profession, other than as an attorney, the procurement of which required proof of good moral character and/or examination (for example, certified public accountant, patent practitioner, real estate salesperson or broker, notary public, teacher, or physician)?
Yes ☐ No ☐

(A)

| | | | |
|--|--|---|---|
| <div>License/Certification Name</div> | | <div>License/Certification #</div> | <div>License Status</div> <div><input type="checkbox"/> Active <input type="checkbox"/> Inactive</div> <div><input type="checkbox"/> Revoked</div> <div><input type="checkbox"/> Not Licensed</div> |
| <div>Date From</div> <div>(MM/DD/YYYY)</div> | <div>Date To</div> <div>(MM/DD/YYYY)</div> | <div><input type="checkbox"/> Present</div> | |
| <div>Issuing Authority</div> | | <div>Contact Email</div> | |
| <div>Address</div> | | <div>City</div> | |
| <div>State or Province</div> | <div>ZIP</div> | <div>Country</div> | |
| <div>Reason Inactive, Revoked, or Not Licensed</div> | | | |

(B)

| | | | |
|--|--|---|---|
| <div>License/Certification Name</div> | | <div>License/Certification #</div> | <div>License Status</div> <div><input type="checkbox"/> Active <input type="checkbox"/> Inactive</div> <div><input type="checkbox"/> Revoked</div> <div><input type="checkbox"/> Not Licensed</div> |
| <div>Date From</div> <div>(MM/DD/YYYY)</div> | <div>Date To</div> <div>(MM/DD/YYYY)</div> | <div><input type="checkbox"/> Present</div> | |
| <div>Issuing Authority</div> | | <div>Contact Email</div> | |
| <div>Address</div> | | <div>City</div> | |

 State or Province

 ZIP

 Country

 Reason Inactive, Revoked, or Not Licensed

APPLICATIONS FOR ADMISSION TO PRACTICE LAW TO OTHER JURISDICTIONS – NOT ADMITTED OR PENDING

Applications for admission to practice law include, but are not limited to, applications to be admitted by examination, on motion, or on diploma privilege, applications for reinstatement to the bar, and applications for a determination of moral character. Include applications for full licensure or limited practice, including an application that was subsequently withdrawn. For each application, indicate the nature of the application (such as, examination, moral character, or comity), the date it was submitted, and its ultimate disposition (for example, withdrawn or denied). Supplemental materials may be attached should you require additional space.

21. Have you ever submitted an application for admission to practice law in any jurisdiction in which you have not been admitted or the application is still pending?

Yes ☐ No ☐

(A)

 Country

 State

Application Type

- ☐ Registration Application
 ☐ Examination Application
 ☐ Moral Character Application
 ☐ On Motion
☐ Reinstatement
 ☐ Registered In-House Counsel
 ☐ Foreign Legal Consultant
 ☐ Other

Application Type Description

 Date Applied
for Admission
(MM/DD/YYYY)

 Date Examination Taken
(MM/DD/YYYY)

Reason Not Admitted

- ☐ Failed Examination
 ☐ Withdrew
☐ Denied
 ☐ Other

 Reason You Have Not Been Admitted or Application is Still Pending

(B)

| | | |
|---|--|---|
| Country | State | |
| Application Type <input type="checkbox"/> Registration Application <input type="checkbox"/> Examination Application <input type="checkbox"/> Moral Character Application <input type="checkbox"/> On Motion <input type="checkbox"/> Reinstatement <input type="checkbox"/> Registered In-House Counsel <input type="checkbox"/> Foreign Legal Consultant <input type="checkbox"/> Other | | |
| Application Type Description | | |
| Date Applied for Admission (MM/DD/YYYY) | Date Examination Taken (MM/DD/YYYY) | Reason Not Admitted <input type="checkbox"/> Failed Examination <input type="checkbox"/> Withdrew <input type="checkbox"/> Denied <input type="checkbox"/> Other |
| Reason You Have Not Been Admitted or Application is Still Pending | | |

(C)

| | | |
|---|--|---|
| Country | State | |
| Application Type <input type="checkbox"/> Registration Application <input type="checkbox"/> Examination Application <input type="checkbox"/> Moral Character Application <input type="checkbox"/> On Motion <input type="checkbox"/> Reinstatement <input type="checkbox"/> Registered In-House Counsel <input type="checkbox"/> Foreign Legal Consultant <input type="checkbox"/> Other | | |
| Application Type Description | | |
| Date Applied for Admission (MM/DD/YYYY) | Date Examination Taken (MM/DD/YYYY) | Reason Not Admitted <input type="checkbox"/> Failed Examination <input type="checkbox"/> Withdrew <input type="checkbox"/> Denied <input type="checkbox"/> Other |
| Reason You Have Not Been Admitted or Application is Still Pending | | |

JURISDICTIONS OF ADMISSION TO PRACTICE LAW

Please provide any information regarding jurisdictions in which you are or have been licensed or otherwise authorized to practice law.

A Certificate of Good Standing (CGS) and documentation indicating whether there has been a history of discipline must be submitted for each jurisdiction in which you have been fully licensed to practice law. Only one CGS needs to be submitted from each jurisdiction. Attorneys whose status is inactive need only submit a letter of disciplinary history certified by the jurisdiction. Supplemental materials may be attached should you require additional space.

22. Are you, or have you ever been admitted to any jurisdiction?

Yes ☐ No ☐

(A)

| Jurisdiction | | | Bar Number |
|---|----------------------------|-------------------------|----------------------------------|
| Date Applied (MM/DD/YYYY) | Admit Date (MM/DD/YYYY) | Date To (MM/DD/YYYY) | <input type="checkbox"/> Present |
| Standing: <input type="checkbox"/> Active <input type="checkbox"/> Inactive <input type="checkbox"/> Suspended <input type="checkbox"/> Disbarred <input type="checkbox"/> Retired | | | Inactive Date (MM/DD/YYYY) |
| Reason Inactive, Suspended, Disbarred, or Retired | | | |

(B)

| Jurisdiction | | | Bar Number |
|---|----------------------------|-------------------------|----------------------------------|
| Date Applied (MM/DD/YYYY) | Admit Date (MM/DD/YYYY) | Date To (MM/DD/YYYY) | <input type="checkbox"/> Present |
| Standing: <input type="checkbox"/> Active <input type="checkbox"/> Inactive <input type="checkbox"/> Suspended <input type="checkbox"/> Disbarred <input type="checkbox"/> Retired | | | Inactive Date (MM/DD/YYYY) |

| | | | | |
|---|----------------------------|-------------------------|----------------------------------|--|
| Reason Inactive, Suspended, Disbarred, or Retired | | | | |
| (C) | | | | |
| Jurisdiction | | | Bar Number | |
| Date Applied (MM/DD/YYYY) | Admit Date (MM/DD/YYYY) | Date To (MM/DD/YYYY) | <input type="checkbox"/> Present | |
| Standing: <input type="checkbox"/> Active <input type="checkbox"/> Inactive <input type="checkbox"/> Suspended <input type="checkbox"/> Disbarred <input type="checkbox"/> Retired | | | Inactive Date (MM/DD/YYYY) | |

| | | | | |
|---|----------------------------|-------------------------|----------------------------------|--|
| Reason Inactive, Suspended, Disbarred, or Retired | | | | |
| (D) | | | | |
| Jurisdiction | | | Bar Number | |
| Date Applied (MM/DD/YYYY) | Admit Date (MM/DD/YYYY) | Date To (MM/DD/YYYY) | <input type="checkbox"/> Present | |
| Standing: <input type="checkbox"/> Active <input type="checkbox"/> Inactive <input type="checkbox"/> Suspended <input type="checkbox"/> Disbarred <input type="checkbox"/> Retired | | | Inactive Date (MM/DD/YYYY) | |

| | | | | |
|---|--|--|--|--|
| Reason Inactive, Suspended, Disbarred, or Retired | | | | |
|---|--|--|--|--|

COMPLAINTS & PROFESSIONAL DISCIPLINE

23. Have you ever been denied a business, trade, or professional license?

Yes ☐ No ☐

24. If you answered "yes" to question 23, please explain each instance in detail:

25. Have you ever been disbarred, suspended, censured, reprovved, or otherwise disciplined, reprimanded, or disqualified, or had your license revoked as a member of any business, trade, or profession (including but not limited to, attorney, certified public accountant, real estate salesperson or broker, teacher, or physician), or as a holder of public office?

Yes ☐ No ☐

26. If you answered "yes" to question 25, please explain each instance in detail:

27. To the best of your knowledge, have there ever been, or are there now pending, any charges, complaints, or grievances concerning your conduct as a member of any business, trade, or profession, or as a holder of public office?

Yes ☐ No ☐

28. If you answered "yes" to question 27, please explain each instance in detail:

29. Have you ever resigned a business, trade, or professional license while charges were pending?

Yes ☐ No ☐

30. If you answered "yes" to question 29, please explain:

31. Have you ever permitted a business, trade, or professional license to expire or become inactive?

Yes ☐ No ☐

32. If you answered "yes" to question 31, please explain:

CIVIL ACTIONS & ADMINISTRATIVE PROCEEDINGS

If you respond "yes" to questions 33, 34, or 37, below, complete and submit **Form 1 - Record of Civil Actions and Administrative Proceedings**.

33. Have you ever been a party to or are you presently a party to any civil action or administrative proceeding (this includes, but is not limited to, divorce, dissolution, small claims court proceedings, lawsuits brought by or against you, proceedings related to restraining or protective orders, licensing or other administrative proceedings, and worker's compensation actions)?

Yes ☐ No ☐

34. Have any judgments been entered against you?

Yes ☐ No ☐

35. Have you ever been sanctioned by a court or found to have been in contempt of court?

Yes ☐ No ☐

36. If you answered "yes" to question 35, please provide a narrative regarding the circumstances surrounding the issuance of the order.

FRAUD, UNAUTHORIZED PRACTICE OF LAW, & VEXATIOUS LITIGANT

37. Have you or a company in which you were the sole owner, majority shareholder, officer, or director ever been the subject of a complaint alleging fraud, deceit, misrepresentation, forgery, or legal malpractice?

Yes ☐ No ☐

38. Have you ever been the subject of a complaint alleging that you engaged in the unauthorized practice of law?

Yes ☐ No ☐

39. If you answered "yes" to question 38, please provide a narrative regarding the circumstances surrounding the complaint and the outcome. Please also upload any related documentation.

40. Have you ever been declared a vexatious litigant by a court?

Yes ☐ No ☐

41. If you answered “yes” to question 40, please provide a narrative regarding the circumstances surrounding the issuance of the order and upload any related documentation.

SCHOLASTIC DISCIPLINE AND BAR EXAMINATIONS

42. Have you ever been found to have violated the honor, conduct code, or other rules governing conduct at an educational institution?

Yes ☐ No ☐

43. Have you ever been warned, dropped, suspended, placed on disciplinary probation, expelled, requested to resign, allowed to resign or discontinue your studies in lieu of discipline, or otherwise subjected to discipline by any educational institution?

Yes ☐ No ☐

44. If you answered “yes” to question 42 or 43, please provide a detailed narrative of the circumstances surrounding each incident, including the name of the school, the date of the incident, and the final disposition and date:

45. Have you ever received a written warning or sanction for your conduct during the administration of a bar examination?

Yes ☐ No ☐

46. If you answered "yes" to question 45, please provide a narrative regarding the circumstances surrounding the issuance of the written warning or sanctions and upload any related documentation.

LAW ENFORCEMENT MATTERS

If you respond "yes" to questions 47, 48, 49, 50, or 51 below, complete and submit **Form 2 - Record of Law Enforcement Matters**. Please also attach a copy of the police report, charging document (e.g., complaint, indictment, information), docket or register of actions, trial disposition, sentence, appeal, probation report, and certified copy of conviction.

47. Have you ever been convicted a misdemeanor or felony, or pleaded guilty or nolo contendere (no contest) to the commission of a misdemeanor or felony?
Yes ☐ No ☐
48. Were you ever adjudicated as a juvenile in a case in which the court sustained a misdemeanor or felony count?
Yes ☐ No ☐
49. Are you the subject of any pending or otherwise unresolved criminal matter or other law enforcement related matter?
Yes ☐ No ☐
50. Have you ever been convicted of an alcohol or drug related traffic violation, regardless of its classification?
Yes ☐ No ☐
51. Have you ever been convicted of driving without a license, driving with a suspended or revoked license, or failure to appear in court?
Yes ☐ No ☐

You are required to disclose matters that have been dismissed, sealed, expunged, or similarly disposed in response to the questions above, unless the governing court order or statute permits nondisclosure to the State Bar.

You are required to update your responses to the questions above, regarding any relevant incidents or events that occur after you submit your application within 30 days.

BONDEDNESS, DISCHARGE OF OBLIGATION & INDEBTEDNESS

If you respond "yes" to question 56 below, complete and submit **Form 1 - Record of Civil Actions and Administrative Proceedings**.

If you respond "yes" to a question in the "Indebtedness" section below, attach a copy of your credit report dated within the last 30 days.

BONDEDNESS

52. Have you ever held a bonded position or a position that required your employer to post a bond?
Yes ☐ No ☐

53. Have you been denied a bond?
Yes ☐ No ☐

54. Has anyone ever sought to recover against or cancel a bond?
Yes ☐ No ☐

55. If you answered "yes" to question 53 or 54, please explain the circumstances surrounding each incident. Include the nature of position held, date you started the position, date you left the position, and the amount of the bond). Supplemental materials may be attached should you require additional space:

DISCHARGE OF OBLIGATION

56. Are you in default in the performance or discharge of any duty or obligation imposed upon you by a court or administrative agency, including monetary and other judgments, restitution, payment of court fees, and support orders (including child support, family support, spousal support, and alimony)?
Yes ☐ No ☐

INDEBTEDNESS

57. Do you owe any debts, including student loans or tax liabilities, that are past due (include those barred by the statute of limitations and charged off credit accounts)?

Yes ☐ No ☐

58. Have you ever defaulted on any student loan?

Yes ☐ No ☐

59. If you answered "yes" to question 57 or 58, list each past due debt, provide the name and present address of the creditor, nature of the indebtedness, date incurred, account numbers, amount still owed, reason for nonpayment, and the steps taken to address the debt.

Supplemental materials may be attached should you require additional space:

BANKRUPTCY

If you respond "yes" to question 60, 61, or 62 below, complete and submit **Form 3 - Record of Bankruptcy or Insolvency. Attach the petition for bankruptcy, all schedules and statements filed with the bankruptcy petition, any objection or exemption to discharge filed by a creditor and the ruling thereon, and any discharge order from the bankruptcy court.**

If you respond "yes" to question 63 below, complete and submit **Form 4 - Sued by a Receiver, Trustee, or Other Authority of Bankruptcy. Attach any and all relevant, supporting documentation.**

60. Have you filed (personal or business) or been the subject of a petition in bankruptcy?

Yes ☐ No ☐

61. Have you ever had debts discharged in bankruptcy?

Yes ☐ No ☐

62. Do you have a bankruptcy pending under a Chapter 13 reorganization?

Yes ☐ No ☐

63. Has an adversary proceeding ever been filed against you by a receiver, trustee, or other authority of any bankruptcy estate, for unlawful preference, conspiracy to conceal assets, or any other fraud or offense?

Yes ☐ No ☐

ABILITY TO PRACTICE LAW

64. Is there any issue that would interfere with your ability to practice law in accordance with the duties and ethical obligations of an attorney?

Yes ☐ No ☐

65. If you answered “yes” to question 64, describe, completely, the issue that would interfere with your ability to practice law in accordance with the duties and ethical obligations of an attorney:

66. Are you currently the subject of a conservatorship?

Yes ☐ No ☐

67. If you answered “yes” to question 66, would this currently interfere with your ability to practice law in accordance with the duties and ethical obligations of an attorney?

Yes ☐ No ☐ N/A ☐

AUTHORIZATION AND RELEASE

IN RE APPLICATION OF

NAME: _____

I, _____, hereby consent to the State Bar of California conducting an investigation into my qualifications for good moral character. **I have carefully read the questions in the foregoing application and have answered them truthfully, fully, and completely, without mental reservations of any kind. I fully understand that failure to make a full disclosure of any fact or information called for may result in the denial of my application and receipt of an adverse moral character determination.** I therefore expressly authorize the State Bar of California, by and through its authorized agents or representatives (collectively, the "State Bar"), to make inquiries and request information from third parties which, in the sole discretion of the State Bar, is deemed necessary to determine my qualifications for good moral character. I understand that this Authorization and Release will remain effective throughout the entire moral character determination process, which includes proceedings before the State Bar Court and the California Supreme Court. I understand that I may withdraw this authorization at any time, and I acknowledge and agree that withdrawal of this Authorization and Release will terminate the moral character determination process. Notwithstanding this authorization, the State Bar and the Committee of Bar Examiners shall not request, review, or consider any medical records relating to my mental health, unless I seek to use the record either to demonstrate that I have good moral character or as a mitigating factor to explain a specific act of misconduct.

I authorize and request every person, organization, association, firm, company, corporation, school, employer (past or present), bank, financial institution, franchise tax board, consumer or credit reporting agency, law enforcement agency, governmental agency or instrumentality, court, or any other third party (collectively, "Third Party") having an opinion about me or knowledge or control of any documents, records, or data pertaining to me, including, but not limited to, any confidential or sealed records, public or private disciplinary records, or any criminal history record information (collectively, "Information") to reveal, furnish, and release to the State Bar any such Information. Records from financial institutions include, for example, bank statements and account information such as number of accounts and account balances. I further authorize and request any Third Party to answer any and all inquiries, questions, or interrogatories asked by the State Bar concerning me or such Information about me and to appear before the State Bar or the State Bar Court and give full and complete testimony concerning me or such Information about me.

Without limiting the previously described release, I specifically authorize the National Personnel Records Center, St. Louis, Missouri, or other custodian of my military records, to reveal, furnish, and release Information to the State Bar from my military personnel file including a DD Form 214 or Report of Separation, if any. I also specifically authorize the release of Information from other state bars, bar associations, or bar grievance councils regarding charges or complaints filed against me, formal or informal, pending or closed, or any other pertinent Information, as well as all undergraduate, graduate,

or law school Information relating to my admission and my conduct during my enrollment in such schools. I further authorize all law schools, educational institutions and testing organizations to release to the State Bar Information to be used in conjunction with studies conducted by the State Bar regarding the admissions process.

I understand that the fact that I am a California applicant will be communicated to other bar admitting entities, as well as to the National Conference of Bar Examiners and by that agency to such other bar admitting authorities as may inquire, and I further authorize the State Bar to release any Information received or obtained in connection with my moral character application to other bar admitting entities and the National Conference of Bar Examiners for purposes of other moral character investigations pertaining to me.

I hereby release, discharge, and exonerate the State Bar of California, including its Board of Trustees and the Committee of Bar Examiners, and all officers, employees, agents, and representatives (as the same may be constituted from time to time) and any Third Party from and against any and all claims, demands, causes of action, damages, judgments, debts, obligations, or liabilities of every nature and kind arising out or in connection with any Information furnished to the State Bar or used by the State Bar pursuant to this Authorization and Release.

I also understand that pursuant to Rule 4.42 of the *Admissions Rules*, I am under a continuing obligation to keep my application current and must update in writing my response to the application whenever there is an addition to or a change to information previously furnished to the State Bar.

For purposes of this Authorization and Release the undersigned gives permission to use a photocopy of his or her signature on this form as an original signature.

I hereby declare under penalty of perjury under the laws of the State of California that the answers and statements provided by me in the foregoing application are true and correct.

Executed on _____
(Date)

at _____
(City and State)

(Printed Name)

SIGN HERE _____
(Signature of Declarant)

Note: Applications received more than 30 days after being signed will be returned as stale dated.