

Refund of Fees Policy

Applicants who wish to withdraw any of the following applications will only be eligible for refunds of certain fees paid if the request to withdraw is timely and appropriately submitted: the Registration form, an Application to Take the California Bar Examination, an Application to Take the First-Year Law Students' Examination, an Application for Determination of Moral Character, or an Application for Extension of Determination of Moral Character.

The transfer of fees from one examination to another is prohibited. Credit card processing fees are not included in any refund of application fees.

Withdrawals

Application to Take the California Bar Examination/First-Year Law Students' Examination

1. Requests for withdrawal of applications received within **30 days** after the applicable deadline for timely filing, for both first time and immediate repeater applicants, will be honored with a 60 percent refund of all fees paid in conjunction with the subject exam.
2. Requests for by first-time applicants for withdrawal of applications received within **45 days** after the deadline for timely filing, will be honored with a 30 percent refund of all fees paid in conjunction with the subject exam. This deadline also applies to applicants who have previously taken an exam but who did not take the most recent exam.
3. Requests for withdrawal of applications received within **35 days** after the deadline for timely filing, from applicants seeking to repeat the exam having been unsuccessful on the exam immediately preceding the exam into which current admission was sought, will be honored with a 30 percent refund of all fees paid in conjunction with the subject exam.
4. Stopping payment on a check, dishonoring a check, or disputing a credit card charge does not constitute withdrawing from an exam.
5. Only timely submitted withdrawals shall be considered for refunds.
6. Withdrawal requests must be submitted through the Applicant Portal.

Refunds will not be processed for:

1. Requests for refunds filed in excess of **35 days** after the deadline for timely filing, by applicants seeking to repeat the exam, having been unsuccessful on the exam immediately preceding the exam into which current admission was sought.
2. Requests for refunds filed in excess of **45 days** after the deadline for timely filing, by first-time applicants, and applicants who have previously taken an exam but who did not take the most recent exam.

Application for Determination of Moral Character

Withdrawal of Applications for Determination of Moral Character and requests for refunds received within 30 days of the online submittal date, for online applications, or the received date, for paper form applications, will be honored with a 60 percent refund of all fees paid in conjunction with the Application for Determination of Moral Character. Any requests received after 30 days will not be entitled to a refund.

Registration/Examination Ineligibility

The Registration form may be filed simultaneously with an application; however, the application and fees will be returned if the registration is not approved within ten days of receipt of the application. A registration will be deemed approved when the requisite fees, signature, properly executed declaration, and all required documentation verifying eligibility have been provided.

Applicants for registration found to be ineligible due to a lack of pre-legal education will qualify for a 100 percent refund of all fees paid in conjunction with registration. Registration is deemed abandoned if all required documentation and fees have not been received within sixty days of submittal. No refund is issued for an abandoned registration.

Attorney's Exam

- In order to process an Attorney's exam ineligibility refund, the State Bar's Office of Admissions must receive a certificate(s) of good standing for attorney applicants to the Attorneys' Examination no later than the established deadlines published as part of the application materials.
- Attorneys who applied to take the Attorneys' Exam and are found to be ineligible due to a lack of the requisite qualifications will receive a 60 percent refund of qualifying fees paid in conjunction with the examination.

General Bar Exam

- Applicants who apply to take the General Bar Examination and are found to be ineligible due to a lack of the requisite legal education, will qualify for a 60 percent refund of qualifying fees paid in conjunction with the examination.

First-Year Law Students' Examination

- Applicants who applied to take to the First-Year Law Students' Examination and are found to be ineligible due to a lack of the requisite legal education will qualify for a 60 percent refund of qualifying fees paid in conjunction with the examination.

Death or Physical Incapacity

Refunds in the amount of 95 percent of all fees paid, excluding credit card processing fees, in conjunction with the subject examination are available in limited instances due to the death or physical incapacity of an applicant or their immediate family:

1. Death, serious or disabling injury of a member of the applicant's immediate family that occurred after submittal of an application for the exam but before the exam is administered and which death, illness or injury is certified on the Request for Refund of Fees form or verified through the provision of a copy of the death certificate. In the case of physical incapacity, the refunds are available only in instances of severe unavoidable and incapacitating circumstances.

Immediate family member includes the following:

- Spouse (includes common law, same or opposite gender partners),
 - Child (includes / step / grand / great grand),
 - Parent (includes step / grand / great grand / in-law),
 - Son or daughter (includes step / in-law),
 - Brother, sister (includes step / half / in-law),
 - Legal guardian and spouse of legal guardian (with proof of court order),
 - All the above include in-laws of a same or opposite gender partner
2. Applicant's serious disabling illness or injury or debilitating condition that occurred after submittal of an application for the exam but before the exam is administered and which illness or injury or condition is certified on the refund form under penalty of perjury; and,
 3. Calamitous occurrences involving the applicant such as loss of freedom due to terrorist acts or disorientation due to fire, flood, or other severe disaster over which the applicant had no control and the existence of which had not terminated 30 days or less before the administration of the subject exam.

Official documentation must accompany any [request for refund](#) due to death or physical incapacity. Requests must be received no later than 90 days after the examination for which a refund is being requested.

Service in the Armed Forces

Refunds in the amount of 95 percent of all fees paid in conjunction with the subject exam will be made for those situations where either of the following prevents an applicant from preparing for or taking the First-Year Law Students' Exam or the California Bar Exam.

1. An unanticipated call to active duty in the armed forces; or
2. An unanticipated change in military orders.

Refunds will be made only upon presentation of appropriate documentation, which must accompany any [request for a refund](#).

APPLICATION ABANDONMENT

First-Year Law Students' Examination and California Bar Examination applications not brought to a complete and filed status by the final filing deadline will be abandoned. This includes: (1) applications not signed, (2) application declarations not received, (3) applications incomplete, and (4) approved registrations not on file. Applications with rejected/insufficient payments must be resolved within 14 days from notification of insufficient payment. If acceptable payment is not received, the application will be deemed abandoned, regardless of the final filing deadline having not passed yet.

First-Year Law Students' Examination and California Bar Examination applications without eligibility determinations by the final eligibility deadline will be abandoned.

Moral character determination applications that are not brought to a complete and filed status within 60 days of the online submittal date, for online applications, or the received date, for paper form applications, will be abandoned. This includes the lack of requisite fees, signature, or required information/documentation. Once the moral character determination application is in filed status, if the applicant receives notice to provide information, but does not provide such information within 90 days of the request, the application will be abandoned.

No refund of fees will be paid in the event a registration or application is abandoned. If the registration or application has an outstanding balance at the time of the abandonment, the outstanding balance must be paid before any future registration or application is processed.

NET REFUND AMOUNT

If an applicant qualifies for a refund in accordance with this Refund of Fees Policy for a registration or application but has an outstanding balance due for subject registration, application, or other transactions, the net refund amount will be the qualifying refund amount minus the corresponding portion of the fees owed or balance due for other transactions.