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Bar Admissions Information Workshop

Wednesday September 6, 2023

The workshop will begin at 3:05p to accommodate any late arrivals.

This workshop is being recorded.



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Agenda

Topic 1: Bar Admissions Overview

Topic 2: The Exam(s)

Topic 3: Application Basics

Topic 4: Popular Jurisdictions

Topic 5: Your Due Diligence



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***Topic 1:
Bar Admissions
Overview***



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***“Why must I seek membership
to a bar?”***

To be licensed to practice law in that jurisdiction.

If you do not plan to practice law, seeking bar membership is not necessarily in your best interest.

“Who/What is the NCBE?”

- The National Conference of Bar Examiners develops and administers the pieces of the Uniform Bar Exam (UBE), and the Multistate Professional Responsibility Examination (MPRE).
- The NCBE handles score reporting and other administrative support to the various jurisdictions.
- Bookmark this webpage: <http://ncbex.org>

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“Who/What is a BOLE?”

- A Board of Law Examiners
- Each jurisdiction has an entity responsible for the licensure of attorneys within that jurisdiction.



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“Which bar should I seek membership?”

- Where do you intend to live and work immediately after sitting for the exam?
- If you have a position lined up, is the employer making this decision for you?
- What are the admissions requirements and can you meet them?
- What are the reciprocity rules?
- What’s required to maintain your license? (CLE, pro bono hours, annual fees)

“When does this process occur?”

- Now for mid-year graduates!
 - Next slide has other considerations for December graduates.
- May graduates should begin preparing for their application no later than February. The winter break is a great time to begin collecting information you know you will need.
- NCBE [Chart 7](#) has deadlines for UBE Jurisdictions, and NCBE [Chart 11](#) has deadlines for Non-UBE Jurisdictions.
- Some jurisdictions require law students to register their intent to seek admission ([see Chart 1](#) supplemental remarks).

December Graduate / February test taker?

- The time is **now** to start working on your application. Strict adherence to the deadlines is key!
- Your finances might be affected. Must be able to pay fees much sooner.
- Are you ready to be tested on the substantive law?
- If working full time, need a plan a of action with employer. Must plan use of leave. Perhaps take little in fall 2023.

Task: Research the jurisdiction you select

- [Is it a UBE jurisdiction?](#)
- Registration requirements for the bar exam ([deadlines and fees](#))
- Dates and locations of the bar exam.
- Exam format and subjects tested on the bar exam.
- Whether the jurisdiction requires the Multistate Professional Responsibility Exam (MPRE), and if so, know when must you pass it, and what the [passing score](#) is.
- [Additional rules that govern your state's licensing process.](#)



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***Topic 2:
The Exam(s)***

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The Multistate Professional Responsibility Exam (MPRE)

Measures examinees knowledge and understanding of the professional conduct of lawyers and judges.

Offered annually in March, August, November.

2 hours, 60 questions, Multiple-Choice, Closed book, administered at Pearson Vue testing sites. “Passing score” range: 75-86

The Uniform Bar Exam (UBE)

“The UBE tests knowledge of general principles of law, legal analysis and reasoning, factual analysis, and communication skills to determine readiness to enter legal practice in any jurisdiction.”

It is uniformly administered, graded and scored bar exam. It results in a score that can then be transferred to other UBE jurisdictions.

39 states + DC + USVI have adopted.

UBE Test Components

Multistate Performance Test (MPT)

Two 90-minute items (3 hours)

Content: a simulated case file presented in a realistic setting and calling for the test candidate to demonstrate fundamental lawyering skills regardless of the area of law in which the task arises

Multistate Essay Examination (MEE)

A common set of six 30-minute essays (3 hours)

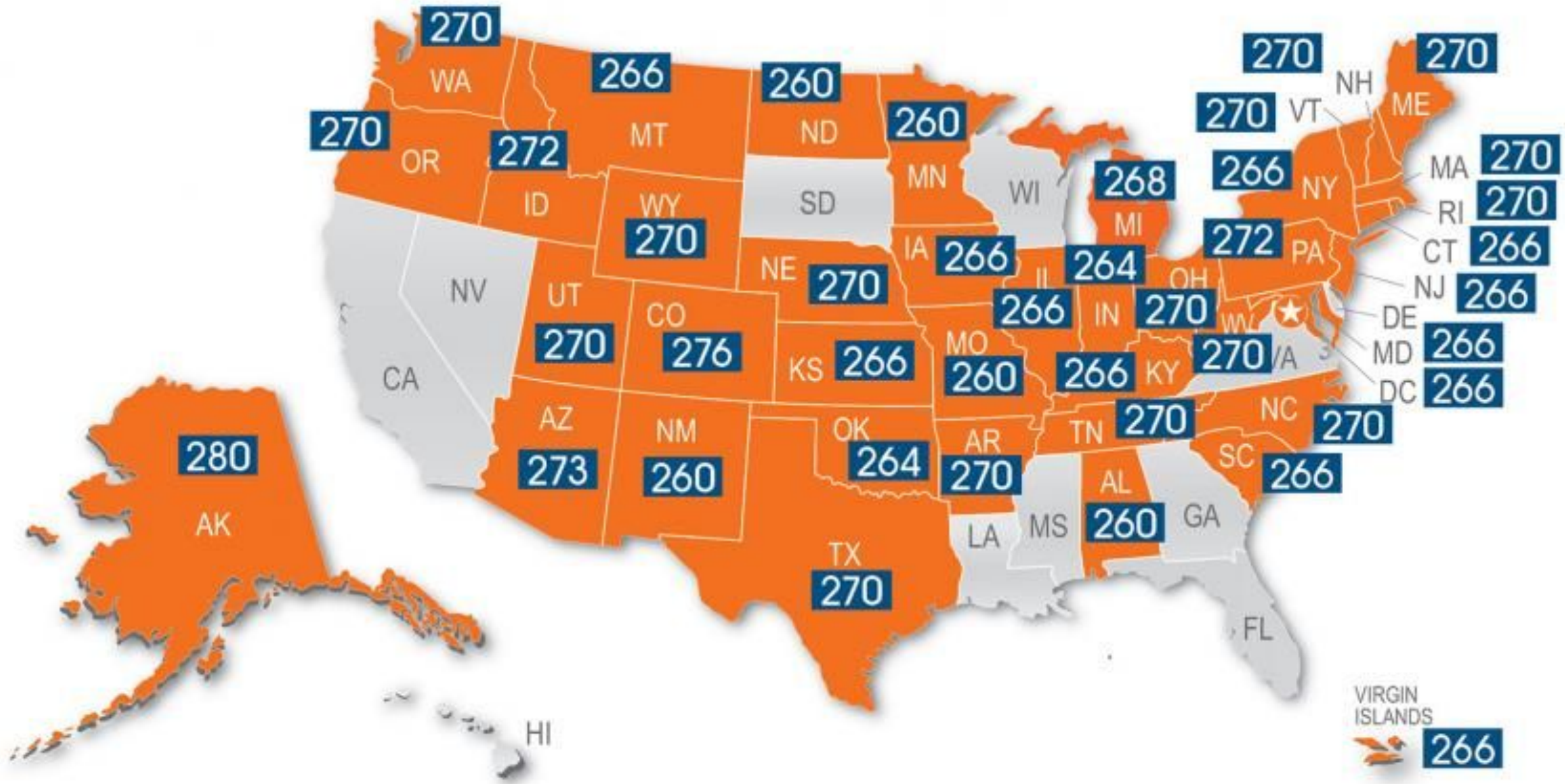
Subjects: the 7 MBE topics plus Business Associations, Conflict of Laws, Family Law, UCC Art. 9 (Secured Transactions), and Trusts & Estates

Multistate Bar Examination (MBE)

200-question, multiple-choice exam (6 hours)

Subjects: Contracts, Constitutional Law, Criminal Law and Procedure, Evidence, Real Property, Torts, and Civil Procedure

Minimum Passing UBE Score



“How can I take my UBE score to waive into another jurisdiction?”

- [Does your score meet the transfer threshold?](#)
- Submit the proper application forms and fee to the jurisdiction;
- Submit a [request to NCBE](#) for an official UBE transcript to be sent to the jurisdiction;
- Satisfy the jurisdiction’s character and fitness and other admission requirements; and
- Complete [jurisdiction-specific](#) law component(s), if required.
- Be aware of [time limitations](#) (2 to 5 years shelf life of UBE score)



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“I am considering first seeking admission in a non-UBE jurisdiction.”



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Topic 3:
Application Basics



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***The Two “C”s to demonstrate
to be admitted to a State Bar:***

Competence

Character and Fitness



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Character and Fitness

Disclosure does not mean disqualification!

[Sample C+F Application](#)

[State Character and Fitness Determinations](#)

[Form to make a supplemental disclosure to GW Law](#)



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Application Fees & Expected Expenses

Fees on this [chart](#) for non-UBE jurisdictions, and this [chart](#) for UBE jurisdictions.

Miscellaneous Fees: Laptop registration; fingerprinting; notary services, etc A bar prep course can cost over \$1,000!

Will you need a hotel room? A flight?

Financial resources available from [GW Law Office of Financial Aid](#).

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What documents will you need to secure?

- JD Admissions Application ([email](#) GW Law Admissions and include GWID).
 - Transfer Students: You also need your original application from your 1L institution.
- [Certification Request from GWU Registrar](#) (for CA, CO, CT, ME, MD pre-legal form, NM, NY, TX, UT)
 - Law students **must** submit an [Electronic Request Authorization Form](#) with the hand written signature of the student. The GWU Registrar is unable to process any request until authorization has been received.
- [Certification Request from GW Law Records Office](#) (for all other jurisdictions)
- Law Transcript: [Order from GWU Registrar](#). Check your state's rules!

What other information will you need?

- Employment and education history
- List of addresses
- Driving record
- Credit history
- Record of any violations of the law
- Undergraduate transcripts

Key: Complete all forms perfectly!

- No typos and sign and date the forms correctly!
- Submit certification requests to [Records](#) or to the Registrar in a timely way.
- Secure notarized forms where required.
- Take care of other special application requirements. (e.g., fingerprinting, handwriting sample)

“I’m an international JD student.”

Check state bar laws and regulations regarding submission of birth certificates and US citizenship status. Rules vary.

Timeline for character and fitness review can be lengthened due to reference checks and applicant’s duty to translate any documents that are not in English.

Each student must conduct an independent review of the requirements they will come by in their bar exam of choice.



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Topic 4:
Popular Jurisdictions

DC Bar At-A-Glance

- UBE (Minimum score: 266)
- MPRE Required (Minimum score: 75)
- Rule to waive in if non UBE barred: 3 year waiting period
- DC does not have a traditional ‘application’ to complete!
- DC requires the least amount of documentation:
 - [Character & Fitness](#) on DC’s software, submit your MPRE score, [pay the fees](#), submit the [Declaration of Graduation form](#), submit the [Authorization & Release form](#) (requires notarization)
- Mandatory course on D.C. Rules of Professional Conduct & D.C. Practice must be taken within 12 months of admission.

NY Bar At-A-Glance

- UBE (Minimum score: 266) & MPRE (Minimum score: 85)
- New York Law Course & New York Law Exam
- Completed Application (available ONLY in April for July takers)
- 50 Hours of “Qualified” Pro Bono Service ([form](#) completed by supervisor)
- GW Law Records Office will certify to NY that you are eligible to sit for the bar exam via electronic verification directly to the BOLE.
- Skills Competency and Professional Values Requirement
 - Pathway 1 makes life simple for all.
- Character & Fitness is completed *after* the bar exam.
 - 4 Divisions - Typically you are assigned to a Department.

CA Bar At-A-Glance

- Not UBE.
- MPRE Required (Minimum score: 85)
- Early Character & Fitness deadline: November preceding the July exam.
- High cut score on MBE (139)
- Request certification from main GW registrar.
 - Pre authorize release! ([Electronic Request Authorization form](#))
- Order transcript and have it sent to bar office.
- Fingerprints required.

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VA Bar At-A-Glance

- Not UBE.
- MPRE Required (Minimum score: 75)
- Licensed attorneys from other jurisdictions with valid MBE score may sit in VA for essay portion alone (no waiting period).
- Fingerprints required.
- Tests many state law subjects.
- The Records Office sends two separate letters to VA for each examinee. The first is sent prior to graduation indicating the target graduation date. The second letter confirms that the examinee in fact graduated. Make the request for the necessary letters via the [Records Office Certification Request Form](#).



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MD Bar At-A-Glance

- UBE (Minimum score: 266)
- MPRE Required (Minimum score: 85)
- Administers a MD specific test.
- Very particular rules on undergraduate and law transcripts.
- Strict adherence to character and fitness documents is a must.



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The PATENT Bar At-A-Glance

Seeking to become a patent practitioner? Follow [instructions](#) from the US Trademark and Patent office.



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Topic 5:
Your Due Diligence

***“Must I buy a bar review course?
Which bar exam prep course should
I select? When do I need to enroll?
How will I pay for it?”***



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***Are you on track to complete all of GW
Law's graduation requirements?***



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Does your intended jurisdiction have a cap on the amount of online coursework you may take? Are you close to that cap?

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SELF-ASSESSMENT TOOLKIT

1. Complete your JD from GW Law!
 - a. Do not miss registration for the Spring 2023 semester.
 - b. Satisfy all graduation requirements!
2. Application to Graduate - GWU Registrar (evolving process--stay tuned)
3. Have you chosen your jurisdiction?
 - a. Have you visited your jurisdiction's website?
 - b. Do you know the upcoming deadlines and application requirements?
4. Are you aware of your options for bar prep?
 - a. Have you chosen a bar prep course?
5. When do you plan to take the MPRE or give yourself multiple chances to get a passing score?
6. Have you registered with the NCBE?
7. Do you have plan to pay for your bar prep course, bar application and financing your living expenses while studying for the bar?



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GW Law's Bar Advising Webpage:
<https://www.law.gwu.edu/bar-advising>

Schedule a 1-on-1 Bar Advising Meeting:
<https://calendly.com/arealon/bar>



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Save-the-Date

The next workshop will be held on
Wednesday January 24, 2024, 3pm, location TBD.

It will be recorded.