CHECKLIST OF DATES, APPLICATIONS & FEES REQUIRED FOR ADMISSION TO THE CALIFORNIA BAR*

This document is intended to help students navigate the California State Bar application process. It is not intended as a substitute for your own research.

***Note:** INFORMATION, FEES, AND LINKS WITHIN THIS DOCUMENT ARE SUBJECT TO CHANGE WITHOUT NOTICE. FOR LATEST INFORMATION REFER TO WWW.CALBAR.CA.GOV. THIS IS SEPARATE FROM ANY REGISTRATION DATES FOR EXAM PREP COURSES AND IS NOT INTENDED TO SUBSTITUTE FOR YOUR OWN RESEARCH. GUIDANCE IS BASED ON INFORMATION AVAILABLE AS OF SEPTEMBER 9, 2013, AND MAY NOT BE COMPLETE.

IF YOU INTEND TO TAKE A BAR EXAM IN ANOTHER JURISDICTION YOU MAY OBTAIN THE APPROPRIATE ADMISSIONS CONTACT AND WEBSITE FROM THE NATIONAL CONFERENCE OF BAR EXAMINERS AT **HTTP://WWW.NCBEX.ORG/BAR-ADMISSIONS/OFFICES/).**

EXPECTED GRADUATES NOTE: The law school is holding a Bar Admissions information session on Wednesday, October 30th from 5:15pm - 6:15pm in KN 100 for expected graduates. A representative from the California State Bar will review the California bar admissions process and answer questions.

☐ Registration with the Committee of Bar Examiners | 1st Year Students

Students must register with the California Committee of Bar Examiners as a law student. You likely did this during the first 90 days of our first year of law school. If you did not, you can still register, but you will be charged a late registration fee. Students can register on-line through the California Bar web site, **www.calbar.ca.gov**.

When	90 days of starting first year/**now**
Cost	$108
Website:	http://www.calbarxap.com/Applications/CalBar/California_Bar_Registration/default.asp

☐ Application for the Determination of Moral Character | 2nd Yr & within 90 days of Fingerprinting

A positive moral character determination is a prerequisite to being admitted to the bar and practicing law in California. The filing of the moral character application begins the process of character investigation which generally takes eight to ten months, but could possibly take longer. You must register as a law student with the Committee of Bar Examiners **prior** to submitting the application.

When	**Now**. (Most students file during their 2nd year of law school. The committee recommends that applicants file at least 8-10 months prior to date you expect to practice law).
Cost	$500
Website:	http://www.calbarxap.com/Applications/CalBar/California_Bar_Moral_Character/default.asp

Note: The Application for the Determination of Moral Character must be filed within 90 days of obtaining Live Scan Fingerprinting otherwise the fingerprinting will be considered invalid. Please be aware that the vendor conducting the fingerprinting only retains the records for 90 days.

☐ Live Scan Fingerprinting: | 2nd/3rd year & within 90 days of filing for Determination of Moral Character

The California Bar also requires that all applicants to the practice of law be fingerprinted. Applicants are required to submit fingerprints through the Live Scan system with the application for Moral Character Determination.

When	**At USF Tues. November 5th and Wed. November 6th, 2013 in KN 105**
Cost	$21 (at USF)

In addition, a list of agencies providing the Live Scan fingerprinting service can be found at the California Attorney General - Department of Justice website: http://www.ag.ca.gov/fingerprints/publications/contact.php

NOTE: The Office of Admissions of the California Bar strongly advises that applicants file for the Determination of Moral Character within 90 day of fingerprinting. Please be aware that the vendor conducting the fingerprinting only retains the records for 90 days.

☐ Multi-state Professional Responsibility Examination (MPRE): | 2nd Year Students

This examination is administered by the National Conference of Bar Examiners (NCBE) and is one of the requirements for admission to practice law in California (and in all but 3 of the other U.S. jurisdictions). The next three test dates are November 2, 2013, March 29, 2014, August 9, 2014 and November 1, 2014. **The last day to register for the *November 2013* MPRE is September 10, 2013 and the *late* registration deadline is September 26, 2013 (there is a $146 Fee attached to late registration).**

NOTE: It is necessary that you request that National Conference of Bar Examiners report your score to the California Committee of Bar Examiners.

Exam Date	March 29, 2014.
When	Registration for the 2014 exams opens up on December 17, 2013.
Cost	$73 ($146 for late applications)
Website	http://www.ncbex.org/multistate-tests/mpre/
More Info	http://admissions.calbar.ca.gov/Examinations/MultistateProfessionalResponsibilityExamination.aspx

☐ Bar Examination Application: | Year of graduation by the CA Bar application deadline.

Students graduating from law school must file an application to sit for the bar examination in California.

Exam Date	**February 2014 Bar Examination**
When	Application Available October 1, 2013. Timely filing November 1, 2013. Final filing deadline: January 15, 2014.
Cost	$614 (+ laptop/ late laptop fee if desired and late fee if after timely deadline).
Late Fees:	$50 Late Filing Fee (November 1, 2013 – November 29, 2013) $250 Late Filing Fee (December 1, 2013 - January 15, 2013).
Exam Date:	**July 2014 Bar Examination**
When:	Info. TBA. Check online at: http://admissions.calbar.ca.gov/

Website: http://calbar.xap.com/Applications/CalBar/California_Bar_Exam/default.asp ; http://admissions.calbar.ca.gov/Examinations/CaliforniaBarExam.aspx

The examination application will ask for your student ID number in place of your social security number. This is the 8 digit number issued to you by the University of San Francisco when you were first admitted to the law school, otherwise known as the USFID. This number appears on the following documents which you have received: programs notices, exam number mailers, final grade reports, and official transcripts. Please note that this number is not printed on your university issued ID card (OneCard). If you do not have a record of this ID number you may obtain it from USFConnect by clicking on the link in the "Secure Access Login" box and following the instructions. You may also obtain the USFID from the Law Registrar's office, in person only, during normal business hours. Presentation of a photo ID is required.

☐ Laptop Certification: | By applicable deadline

If you plan to use a computer for the essay portion of the exam you must apply for laptop certification. There are a number of steps that you will have to follow in order to register with the exam software. The link below is to the *July 2013* bulletin. There will be an updated bulletin for laptop users 4 months prior

that will post for the February 2014 exam. Keep your eyes out when you complete your bar examination application in the spring.

When	When Registering for the Bar Examination
Cost	$139 ($15 late fee, requested after submitting application)
Website	http://admissions.calbar.ca.gov/Portals/4/documents/gbx/BXLaptopBul_R.pdf http://admissions.calbar.ca.gov/Examinations/CaliforniaBarExam.aspx

☐ Testing Accommodations for the Bar Examination: | 2nd year, or ASAP by last year (3rd or 4th)

Students who have received examination accommodations while attending law school must petition the Committee of Bar Examiners to receive accommodations for the Bar Examination. Students may petition the Bar any time after having registered with the Bar, *and the Committee of Bar Examiners strongly encourages students to file their second year or the beginning of their third year and no later than three months prior to the exam that you wish to take*. Petitions generally take, anywhere from 30 days to six months to review and approve, and may take longer if additional documentation is required. The application for accommodations must be received no later than the final filing deadline for testing accommodation petitions, although earlier filing is STRONGLY encouraged.

When **Now,** if applicable. (2nd year is strongly encouraged **but no later** than four months prior to the exam that you wish to take).
Website http://admissions.calbar.ca.gov/Examinations/TestingAccommodations.aspx
Testing Accommodations for Applications with Disabilities (S.F. Office Phone: (415-538-2185).

☐ Comply with California court-ordered child or family support obligations ?| (if applicable)

Applicants who have met all other requirements but who have been certified by the State Department of Social Services as being in non-compliance with court ordered child or family support will not be certified to the Supreme Court as qualified to practice law in California unless the appropriate release has been obtained.

When When filing moral character application (2nd year)
Website http://www.calbarxap.com/Applications/CalBar/California_Bar_Moral_Character/default.asp
http://www.calbarxap.com/applications/CalBar/info/child.html

Helpful Websites
State Bar Admissions General Information: http://admissions.calbar.ca.gov/ ; http://admissions.calbar.ca.gov/Examinations/CaliforniaBarExam.aspx
Summary of Requirements for Admission to Practice Law in California: http://admissions.calbar.ca.gov/Requirements.aspx
Applications, Forms, and Bar Examination Information: http://admissions.calbar.ca.gov/
ABA Scholarship Information: http://www.americanbar.org/groups/diversity/diversity_pipeline/projects_initiatives/legal_opportunity_scholarship.html
Past State Bar of California Exam Questions: http://admissions.calbar.ca.gov/Examinations/PastExams.aspx

Additional Information: Additional information and the application form can be found under Bar Exam Admissions at www.calbar.ca.gov.

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