



APR 18
Admission on Motion
APPLICATION

To the Washington State Supreme Court and the Washington State Bar Association Board of Governors:

I, _____, hereby apply for admission to the practice of law in the State of Washington under Admissions to Practice Rule (APR) 18.
(Please print your name as you wish it to appear on your admissions certificate)

I am admitted to practice in the following jurisdictions: Please print names of all jurisdictions (other than Federal) and year admitted:

- 1) _____ 2) _____ 3) _____
4) _____ 5) _____ 6) _____

If you are required to sit for the Professional Responsibility exam, please indicate your method of taking the exam below:

I would like to take the Bar exam by: [] Laptop Computer [] Handwriting.

Note: If you selected to use your Computer you must register through Examssoft, at www.Examssoft.com/wabar

Applications Checklist:

Incomplete applications will not be processed

- o Registration Fee
o Two (2) completed applications (one needs to be a complete original and the second may be a copy)
o Two (2) signed Certificates of Good Moral Character
o Completed, signed and notarized Authorization & Release
o Original Certificates of Good Standing from each jurisdiction (Active or Inactive) where you are admitted to practice

Mail completed applications to:
Washington State Bar Association
Admissions Department
1325 Fourth Avenue, Suite 600
Seattle, WA 98101-2539
Fax (206) 727-8313
WSBA Service Center (206) 443-9722
www.wsba.org

NO EXCEPTIONS TO THE FILING DEADLINES WILL BE GRANTED If your application is not postmarked or received by any required deadline; a late filing charge will be imposed. If you miss the late filing deadline, you will not be allowed to sit for this exam (see filing schedule). The correct filing fee must accompany your application forms (see fee schedule). If you are NOT required to sit for the Professional Responsibility Exam; there would be no deadline to apply.

Form with sections: For WSBA Office Use Only RCP / RCP REP, Payment Information, PR Exam Required, PR Exam Not Required, Applicant ID Number, Name, Signature, Credit Card No., Exp Date, Telephone Number, Amount, A/R Date, Check No., Amount.



Application Information:

- I. This is the application for Admission to the Washington State Bar Association by lawyers admitted to practice in other states or territories of the United States or the District of Columbia under procedures and conditions that, in the judgment of the Washington State Supreme Court, are substantially similar to the procedures and conditions under which the other licensing state or territory or the District of Columbia allows the admission of licensed Washington lawyers to their jurisdiction, without taking and passing the complete Bar examination required of other applicants.
- II. The responsibility of full disclosure rests entirely upon the applicant. Failure to fully disclose as requested in this application may be considered a reflection on the applicant’s moral character and may itself result in denial of admission. It is the applicant’s duty to advise the Admissions Department of any changes in or additions to the information provided on this application. There cannot be too much disclosure.
- III. Two (2) complete applications must be filed, one (1) of which may be a photocopy. Incomplete applications will not be processed. Transcripts are not required, as the Washington State Bar Association Admissions Department will obtain Law School Certificates of graduation. Outdated information will not be accepted. All information submitted in applying for admission to the Washington State Bar Association must be dated within 5 months of the application date.
- IV. A letter is sent to acknowledge registration of each application within approximately 15 days of its receipt.
- V. Keep a copy of all application materials filed for your records.
- VI. Allow up to 22 weeks for application to be processed through the NCBE (National Conference of Bar Examiners.)
- VII. To be processed, this application must be accompanied by the following:
 - A. Certificate from the authority in the state or territory or the District of Columbia having final jurisdiction over professional discipline of the applicant, certifying as to the applicant’s admission to practice, and the date thereof, and as to the good standing of such lawyer or counselor at law or the equivalent.
 - B. Documentation establishing that the state or territory or the District of Columbia that licensed the applicant to practice law allows the admission of licensed Washington lawyers under the terms and conditions substantially similar to those set forth in Admission to Practice Rule 18, provided that if the state or territory or the District of Columbia that licensed the lawyer applicants requires Washington lawyers to complete or meet other conditions or requirements, the applicant must meet substantially similar requirements for admission in Washington; and
 - C. The application fee:

US attorneys.....	\$735
(\$485 plus current NCBE fee of \$250)	
Foreign attorneys.....	\$985
(\$485 plus current NCBE fee of \$500)	

Bar Examination:

Attorneys who must take the Washington State Professional Responsibility Exam:

- All lawyer applicants for admission to the Washington State Bar Association from other jurisdictions which require Washington lawyers seeking admission in that jurisdiction to take and pass all or part of their state Bar examination must take and pass the corresponding Bar examination in Washington. If the full Bar exam is required, please use the *APR 3 Application (Application to take the Washington State Bar examination)* available from the WSBA Admissions Department.



- Lawyer applicants from jurisdictions requiring lawyer applicants to take and pass the MPRE (Multi-State Professional Responsibility Examination) are required to take and pass the Washington Professional Responsibility Examination which is administered twice a year, in February and July. The MPRE scores are not transferable to Washington.
- If the attorney applicant will be required to take and pass any portion of the Washington State Bar examination, approval to sit for the exam is dependant upon a determination that the applicant is of good moral character. Approval of this applicant does not automatically secure admission to the practice of law, even if the applicant is successful on the examination. The WSBA Board of Governors and the Washington State Supreme Court have the right to raise questions concerning admission at any time.

Deadline:

If the applicant will be required to take and pass any portion of the Washington Bar examination, the application must be filed **at least 120 days prior** to the first day of the bar examination for which the applicant is applying.

Late Filing:

Applicants who register any time after the appropriate filing deadlines must pay an additional **\$285** late filing fee penalty. Late applications must be received at least 50 days prior to the examination. **No application will be accepted after this final deadline.**

Exam Withdrawal and/or Transfer:

- I. **REFUNDS:** For all applicants there is a **\$100** non-refundable processing fee. If a written request to withdraw is received by the Washington State Bar Association Admissions Department at least 10 days prior to the first day of the examination, the applicant may receive a refund of the fee paid less: a) the \$100 processing fee, and b) any investigative costs incurred by the WSBA (including the fee paid to the National Conference of Bar Examiners (NCBE) for attorney applicants).
- II. **TRANSFERS TO THE NEXT EXAM:** An applicant may request to withdraw from one examination and transfer **to the next examination only** by submitting a written request at least 10 days prior to the first day of the examination. The examination fee will be applied **to the next examination only**, on the following conditions:
 - A. The written transfer request must be postmarked or received by the WSBA Admissions Department at least 10 days prior to the exam. If there are extraordinary circumstances that prevent an applicant from taking the examination (e.g. a serious medical emergency, death in the immediate family, significant health problems, house fire), a written request must be postmarked or delivered to the WSBA within 10 days after the exam. Any applicant making a transfer request less than 10 days prior to the date of the original examination who then withdraws from the subsequent examination, **will receive no refund of any kind (See APR Policy IV)**
 - B. The applicant must file an application in the prescribed form by the appropriate deadline and pay an additional **\$250** processing fee at the time of reapplying.
 - C. Applications and/or fees may be transferred **only once and only to the next examination**. Applicants not applying to the next examination will forfeit all fees.



E. List personal residential addresses for the past five (5) years. (Attach additional sheet if necessary).

Address	Dates

F. List all employment, or your employment status (e.g., unemployed), for the past five (5) years. Give all employer names, addresses, phone numbers, your job title, dates employed and reason for leaving. (Attach additional sheet if necessary.)

Employer	Address/Phone Number	Job Title	Dates Employed	Reason for leaving

YES NO

G. Do you have a disability for which you will need reasonable accommodation if you are required to take the Bar examination? *If yes, please notify the WSBA Admissions Department, in writing, at least 40 days prior to the first day of the bar examination for which you are applying. Medical documentation must support all requests.*

H. Are there any lawsuits or unsatisfied judgments or liens pending against you? *If yes, provide full details on an attached sheet with appropriate documentation. Include a copy of any complaint, answer and judgment or other document setting forth the nature of the matter and/or the amount owed.*

I. Have you ever been charged with fraud, deceit, misrepresentation or forgery in any civil, criminal, administrative or other proceeding? *If yes, provide full details on an attached sheet with appropriate documentation. Include a copy of the charging instrument and any document establishing the resolution of the charge.*



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YES NO

- J. During the past 5 years have you experienced, or undergone treatment for, any mental impairment or alcohol or drug dependency that, if untreated, would interfere with your ability to practice law? *If yes, provide full details on an attached sheet.*
- K. Have proceedings ever been instituted against you for the revocation of any license, including but not limited to, a drivers license? *If yes, provide full details on an attached sheet.*
- L. Have you been involved as a debtor in proceedings filed under any provision of the Bankruptcy Code during the past 7 years? *If yes, give full details on an attached sheet and provide appropriate documentation. Include schedules filed showing debts, any creditors' objections and the order of discharge.*
- M. Have you ever been dropped, suspended or expelled from a college or university or had any form of school or student disciplinary proceeding brought against you? *If yes, provide full details on an attached sheet.*
- N. Have you ever been cited, arrested, charged or convicted for a violation of any law including minor traffic violations? *If yes, complete the information below.*

Complete one line for each citation, arrest, charge or conviction whether stemming from the same facts or not. Continue on an additional sheet, if necessary, and attach relevant documentation.

No.	Traffic	Misdemeanor	Felony	Other	DATE	LOCATION	COURT	BASIC ALLEGATIONS OF CHARGES	DISPOSITION
<i>Example</i>		*			<i>March 1, 2000</i>	<i>Seattle, WA</i>	<i>Municipal</i>	<i>DUI</i>	<i>Dismissed</i>
1									
2									
3									
4									
5									
6									
7									

O. On matters other than traffic violations, you must set forth on an **additional sheet** the full circumstances surrounding the incident, including the date and place; a description of your conduct; the nature of the citation, arrest, charge and/or conviction; the enforcement agency involved; any courts involved; file number and the disposition, including dismissal, acquittal, sentences, fines or probation, etc. It is your responsibility to provide full details, explanation and relevant documentation (copy of information, complaint or indictment, judgment and sentence, order of deferral or dismissal, etc.) to the best of your ability to do so.



Professional History

YES NO

- P. Have you ever applied for or taken a Bar examination in this State? *If yes, when: Winter _____ Summer _____ Results _____*
- Q. Have you ever applied for or been enrolled as a Washington State APR 9 Legal Intern? *If yes, give dates and your intern number: _____*
- R. Are you now or have you ever been authorized to practice in Washington in any capacity other than Rule 9 (such as a Special Admission under APR 8)? *If yes, what was the date of admission and in what capacity? _____*
- S. Are you now or have you ever been enrolled in the APR 6 Law Clerk Program? *If yes, what was the date of enrollment? _____*
- T. Except for Bar applications, have you ever held a license, presented an application, or taken an exam for which proof of good moral character was required? *If yes, provide full details on an attached sheet.*
- U. Have any proceedings ever been initiated regarding your moral character for admission to practice law in any jurisdiction in the United States of any other place in the world? *If yes, provide full details on an attached sheet.*
- V. Have you ever been denied the privilege of sitting for a bar examination or been denied admission to practice law in any jurisdiction? *If yes, provide full details on an attached sheet.*
- W. Have you ever been disbarred, suspended, reprimanded, censured, or otherwise disciplined for professional misconduct by any jurisdiction or court? *If yes, give full details on an attached sheet with appropriate documentation.*
- X. Have any complaints formal or informal, ever been made against you to the authority responsible for discipline in the jurisdiction or courts to which you have been admitted? *If yes, give full details on an attached sheet. Include a copy of the complaint(s) and other relevant documentation.*



Y. Under what terms and conditions does the state or territory or the District of Columbia that licensed you to practice law allow the admission of licensed Washington lawyers?

Name of State or Territory or the District of Columbia: _____

Indicate admission to practice requirements of licensed Washington lawyers:

*** Attach a copy of the applicable provisions of the relevant Admission to Practice Rules ***

Certification of Applicant

To be completed by ALL applicants

I, _____, (NAME) certify under penalty of perjury under the laws of the State of Washington that I am the applicant above named; that I have read the Rules of Professional Conduct adopted by the Washington State Supreme Court and agree to abide by them; that I have read the foregoing application; and that the statements contained in it are full, true and correct. I also understand that I have a duty to inform the Washington State Bar Association Admissions Department in writing of any changes to the information above that occur at any time between the date signed and the date I am admitted to the Washington State Bar Association.

Dated this _____ day of _____, 20 ____

City, State where signed

Signature of Applicant



Certificates of Good Moral Character

(To be completed by two lawyers in good standing in any state/jurisdiction; original signatures required.)

Lawyer I

This is to certify that I, _____, am a member in good standing of the Bar of _____; that I am and have been well acquainted with _____, an applicant for admission to the Bar of the State of Washington, since _____; and that I believe this applicant is of good moral character and that I recommend his or her admission.

Certified on this _____ day of _____ 20 ____

Signature

Street Address

City, State, Zip

Lawyer II

This is to certify that I, _____, am a member in good standing of the Bar of _____; that I am and have been well acquainted with _____, an applicant for admission to the Bar of the State of Washington, since _____; and that I believe this applicant is of good moral character and that I recommend his or her admission.

Certified on this _____ day of _____ 20 ____

Signature

Street Address

City, State, Zip



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Authorization and Release

To be completed by all applicants

I, _____, _____, born at _____
Name Social Security Number City
_____, on _____ having filed an
State Birth Date

application for admission to the Washington State Bar Association, hereby consent to have an investigation made as to my moral character, professional reputation and fitness for the practice of law and to have such information as may be received reported to the admitting authority. I agree to give any further information which may be required in reference to my past record. I understand that I will not receive and am not entitled to a copy of the report or to know its contents, and I further understand that the contents of any such report are privileged.

I also authorize and request every person, firm, company, corporation, governmental agency, court, association, or institution having control of any documents, record and other information pertaining to me to furnish to the Washington State Bar Association and the National Conference of Bar Examiners any such information, including: documents; records; bar association files regarding charges or complaints filed against me, formal or informal, pending or closed; or any other pertinent data, and to permit the National Conference of Bar Examiners or the Washington State Bar Association or any of its agents or representatives to inspect and make copies of such documents, records, and other information.

I hereby request and authorize the Department of the _____ to furnish to the
Army, Navy Air Force, Marine Corp
Washington State Bar Association and the National Conference of Bar Examiners, the record of each period of my service therein, and to furnish the character of service rendered for each period. My serial number was _____.

I hereby release, discharge and exonerate the National Conference of Bar Examiners, its agents and representatives, the Washington State Bar Association, its agents and representatives, and any person furnishing information, from any and all liability of every nature and kind arising out of the furnishing or inspection of such documents, records, and other information, or the investigation made by the National Conference of Bar Examiners or by the Washington State Bar Association.

I have read the foregoing document and have answered all questions fully and frankly. The answers are complete and are true of my own knowledge.

Date _____) _____
Signature

State of _____) s.s.

County of _____) _____
Notary Public

Subscribed and sworn to me before me this _____) day of _____ My commission expires _____
_____) s.s A.D., 20 _____)