

**Rule 14-707. Application; deadlines; withdrawals; postponements and fees.**

(a) Form. Each applicant must submit a completed application for examination and admission in accordance with the instructions prescribed by the Bar. Such application shall include an authorization and release enabling the Bar to obtain information concerning the applicant.

(b) Filing deadlines generally. Except as otherwise provided herein, the Bar shall receive complete applications by October 1 preceding the February Bar Examination and by March 1 preceding the July Bar Examination. A complete application will be accepted up to 15 calendar days after the filing deadline if accompanied by the prescribed 15-day late fee. A complete application will be accepted up to November 1 for the February Bar Examination if accompanied by the prescribed 30-day late fee and up to April 1 for the July Bar Examination if accompanied by the prescribed 30-day late fee. ~~An official certificate of law school graduation reflecting graduation must be submitted by the applicant prior to being permitted to take the Bar Examination.~~ In accordance with the filing instructions and information for the application, late or incomplete applications will not be accepted with the following exception-s:

~~A fingerprint card must be submitted to the Federal Bureau of Investigations ("FBI") in order for a criminal background check to be prepared. If the FBI rejects the fingerprint card, an application will be considered complete if a copy of the rejection letter is included with the application. The applicant will then have an additional six weeks from the date of the rejection letter to submit the criminal background check to the Bar.~~

(b)(1) An applicant who will complete all law school academic requirements prior to the Bar Examination, but whose law degree will not be conferred until after the application filing deadline may file the certificate of law school graduation after the application has been submitted. Certificates of law school graduation must be received by the Bar no later than thirty (30) calendar days prior to the Bar Examination. In the event the certificate of law school graduation is not timely received by the Bar, an applicant will not be permitted to take the Bar Exam.

(b)(2) An applicant who has not received the criminal background report from the Federal Bureau of Investigation ("FBI") may submit the application without a criminal background report provided the applicant provides proof that a criminal background

32 request has been filed with the FBI prior to submission of the application. Sufficient  
33 proof of submission of the criminal background request shall be by declaration in the  
34 form proscribed by the Bar. The criminal background report should be submitted to the  
35 Bar within fourteen (14) calendar days of the applicant's receipt of the report but no later  
36 than thirty (30) calendar days prior to the next scheduled Admissions Ceremony. The  
37 Character and Fitness Committee may withdraw or modify its approval based upon  
38 information contained in the criminal background report. In the event the criminal  
39 background report is not timely received by the Bar, an applicant will not be admitted at  
40 the Admissions Ceremony.

41 (c) Filing deadlines for disbarred attorneys. Disbarred attorneys may not file an  
42 application for admission until the later of five years after the effective date of the  
43 license revocation or the date specified in the disciplinary order. Disbarred attorneys  
44 must comply with Rule 14-717(b), if applicable. Complete applications for disbarred  
45 attorneys shall be received by the Bar by September 1 preceding the February Bar  
46 Examination and by February 1 preceding the July Bar Examination. Late applications  
47 for disbarred attorneys are not permitted.

48 (d) Withdrawal of applications and refunds. To withdraw an application, written  
49 notice must be provided 30 calendar days before the examination date. One-half of the  
50 filing fee paid shall be refunded; late fees will not be refunded. No refund is available to  
51 admission on motion applicants or if the application is withdrawn within 30 calendar  
52 days of the date of the Bar Examination or if a notice of a formal hearing by a panel of  
53 the Character and Fitness Committee has been sent to the applicant.

54 (e) Postponement of application. An applicant may only postpone or transfer his or  
55 her application due to emergency circumstances or pursuant to Rule 14-708(b)(4)(A).  
56 Emergency transfers are subject to the following restrictions.

57 (e)(1) The applicant must provide a written request, including payment of the  
58 prescribed transfer fee, prior to the date of the Bar Examination.

59 (e)(2) Proof of the emergency must be provided. The reasons for the transfer are  
60 limited to two circumstances:

61 (e)(2)(A) a personal medical emergency, or

62 (e)(2)(B) a death in the immediate family.

63 (e)(3) The transferring applicant must specify which future Bar Examination he or  
64 she plans to take. The exam must be taken within the next two scheduled Bar  
65 examinations.

66 (e)(4) The applicant must provide an updated application by filing a reapplication for  
67 admission form, updating any information that has changed since the prior application  
68 was filed and a new criminal background check. The reapplication for admission form  
69 should be submitted by the initial application deadline of October 1 preceding the  
70 February Bar Examination and March 1 preceding the July Bar Examination. A  
71 reapplication for admission will be accepted up to 15 calendar days after the filing  
72 deadline if accompanied by the prescribed 15-day late fee. A reapplication for  
73 admission form will be accepted up to November 1 for the February Bar Examination if  
74 accompanied by the 30-day late fee and up to April 1 for the July Bar Examination if  
75 accompanied by the prescribed 30-day late fee.

76 (e)(5) An applicant is entitled to one transfer only.

77 (f) Retaking Bar Examination. An applicant failing the Bar Examination who wishes  
78 to retake the examination must file a written request, including payment of the  
79 prescribed fee by the retake deadline. Late applications will not be accepted.

80 (f)(1) The applicant must provide an updated application form, updating any  
81 information that has changed since the application was filed and a new criminal  
82 background check.

83 (f)(2) An applicant who fails to achieve a passing score after six examinations may  
84 only take additional examinations with the permission of the Admissions Committee. A  
85 petition providing good cause as to why the Admissions Committee should grant such a  
86 request must be filed with the deputy general counsel by the initial application deadline  
87 for the examination. Late applications will not be accepted. Qualified applicants who  
88 have already failed six or more examinations by September 1, 2003, may be approved  
89 to take two additional examinations.

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