

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

2 (a) Form. Each Applicant must submit a Complete Application for admission in accordance with
3 the instructions prescribed by the Bar. Such application shall include an authorization and release
4 enabling the Bar to obtain information concerning the Applicant.

5 (b) Filing deadlines generally. Except as otherwise provided herein, the Bar shall receive
6 Complete Applications by October 1 preceding the February Bar Examination and by March 1
7 preceding the July Bar Examination. A Complete Application will be accepted up to 15 calendar
8 days after the filing deadline if accompanied by the prescribed 15-day late fee. A Complete
9 Application will be accepted up to November 1 for the February Bar Examination if
10 accompanied by the prescribed 30-day late fee and up to April 1 for the July Bar Examination if
11 accompanied by the prescribed 30-day late fee. In accordance with the filing instructions and
12 information for the application, late or incomplete applications will not be accepted with the
13 following exceptions:

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

21 (b)(2) An Applicant who has not received the criminal background report may submit the
22 application without a criminal background report provided the Applicant provides proof that a
23 criminal background request has been filed prior to submission of the application. Sufficient
24 proof of submission of the criminal background request shall be by declaration in the form
25 prescribed by the Bar. In order for the Applicant's name to be included on a motion for
26 admission the criminal background report must be submitted to the Bar no later than ~~fourteen~~
27 thirty (30+4) calendar days prior to the date the motion is submitted to the Court. The Character
28 and Fitness Committee may withdraw or modify its approval based upon information contained

29 in the criminal background report. In the event the criminal background report is not timely
30 received by the Bar, an Applicant will not be included on the motion for admission.

31 (c) Filing deadlines for Disbarred Attorneys. Disbarred Attorneys may not file an application for
32 admission until the later of five years after the effective date of the license revocation or the date
33 specified in the disciplinary order. Disbarred Attorneys must comply with Rule 14-717(b), if
34 applicable. Complete Applications for Disbarred Attorneys shall be received by the Bar by
35 September 1 preceding the February Bar Examination and by February 1 preceding the July Bar
36 Examination. Late applications for Disbarred Attorneys are not permitted.

37 (d) Withdrawal of applications and refunds. To withdraw an application, written notice must be
38 provided. If written notice of withdrawal is received by the Admissions Office 30 calendar days
39 or more before the examination date, one-half of the filing fee shall be refunded, unless the
40 Applicant withdraws after appearing before the Character and Fitness Committee or after the Bar
41 has incurred nonrefundable expenses related to a test accommodation request. Late fees,
42 computer fees, and the application fees of Applicants not taking the Bar Examination are
43 nonrefundable.

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

47 (e)(1) The Applicant must provide a written request, including payment of the prescribed transfer
48 fee, prior to the conclusion of the Bar Examination.

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

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

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

53 (e)(3) The transferring Applicant must specify which future Bar Examination she or he plans to
54 take. The exam must be taken within the next two scheduled Bar Examinations.

55 (e)(4) The Applicant must provide an Updated Application by filing a Reapplication for
56 Admission form, updating any information that has changed since the prior application was filed
57 and a new criminal background check. The Reapplication for Admission form should be
58 submitted by the initial application deadline of October 1 preceding the February Bar
59 Examination and March 1 preceding the July Bar Examination. A Reapplication for Admission
60 will be accepted up to 15 calendar days after the filing deadline if accompanied by the prescribed
61 15-day late fee. A Reapplication for Admission form will be accepted up to November 1 for the
62 February Bar Examination if accompanied by the 30-day late fee and up to April 1 for the July
63 Bar Examination if accompanied by the prescribed 30-day late fee.

64 (e)(5) An Applicant is entitled to one transfer only.

65 (f) Retaking the Bar Examination. An Applicant failing the Bar Examination who wishes to
66 retake the examination must file ~~a written request, including payment of the prescribed fee by the~~
67 ~~retake deadline. Late applications will not be accepted.~~

68 ~~(f)(1) The Applicant must provide~~ an Updated Application by filing a Reapplication for
69 Admission form, updating any information that has changed since the application was filed and a
70 new criminal background check. Late applications will not be accepted.

71 ~~(f)(2) An Applicant who fails to achieve a passing score after six Bar Examinations may only~~
72 ~~take additional examinations with the permission of the Admissions Committee. A petition~~
73 ~~providing good cause as to why the Admissions Committee should grant such a request must be~~
74 ~~filed with the Deputy General Counsel by the retake deadline. Late applications will not be~~
75 ~~accepted.~~

76 (g) Closure of application. An Applicant must resolve all application deficiencies and gain
77 character and fitness approval within one year of filing the application or the application will be
78 closed.

79 Effective Date May 1, 2016