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Justice

Dear New Admittee:

The Utah State Bar filed a motion for your admission; you may now be sworn in as a member of the Bar. The purpose of this letter is to provide you with instructions on how to complete this process.

Enclosed is the Attorney Oath for the Utah Supreme Court. You may take the oath at the Bar Admissions Ceremony in May or October. You may also make arrangements with someone in your area to administer the oath to you. This person must have authority to administer the oath of office under Rule 14-716. Those with authority to administer the oath are the clerk of the Supreme Court, the clerk of a court of the United States, a Utah state judge of district or juvenile court level or higher, a judge of a court of the United States or a judge of a court of general jurisdiction or higher of a state of the United States. In the event of a military assignment, a military court judge may also administer the oath.

If you are unable to attend the admissions ceremony in May or October, there will be two other opportunities to be sworn in. Those dates will be listed on the Court's website at [www.utcourts.gov/sup](http://www.utcourts.gov/sup) (select Bar Admissions) after May 1<sup>st</sup> and October 1<sup>st</sup>.

For those on the February or August motions for admission there will be no formal Bar Admission Ceremony, please refer to Rule 14-716 and the court's website at [www.utcourts.gov/sup](http://www.utcourts.gov/sup) (select Bar Admissions) for forms.

Once the oath has been administered, please return the signed oath to the Utah Supreme Court at the email or address listed above. Your Certificate of Admission will be sent to you once we receive your signed oath. Please note that the date you take your oath will be your formal admission date. Please contact me with questions at [baradmission@utcourts.gov](mailto:baradmission@utcourts.gov).

Respectfully,

Nicole I. Gray  
Clerk of Court  
Utah Supreme Court

Enclosure

# SUPREME COURT OF THE STATE OF UTAH

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*I DO SOLEMNLY SWEAR* that I will support, obey and defend the Constitution of the United States and the Constitution of Utah; that I will discharge the duties of attorney and counselor at law as an officer of the courts with honesty, fidelity, professionalism, and civility; and that I will faithfully observe the Rules of Professional Conduct and the Standards of Professionalism and Civility promulgated by the Supreme Court of the State of Utah.

\_\_\_\_\_  
Signature of new Admittee

\_\_\_\_\_  
(Printed Name)

State of \_\_\_\_\_

} ss.

County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ [DAY]

Day of \_\_\_\_\_ [MONTH], 20\_\_\_\_ [YEAR]

\_\_\_\_\_  
Signature of Person Administering Oath of Office

\_\_\_\_\_  
Printed Name and Title of Person Administering Oath of Office

**Rule 14-716. License fees; enrollment fees; oath and admission.**

(a) Court enrollment fees and Bar license fee. After notification that the Board has approved the Applicant for admission, the Applicant must pay to the Bar the applicable Bar license fee for either Active or Inactive status. The Bar also collects and transmits the federal and state court enrollment fees. The Applicant must pay to the Bar the mandatory Supreme Court enrollment fee, regardless of whether the Applicant elects Active or Inactive attorney status.

(b) Motion for admission and enrollment. Upon satisfaction of the requirements of Rule 14-716(a), the Board will submit motions to the Supreme Court and the United States District Court for the District of Utah for admission certifying that the Applicants have satisfied all qualifications and requirements for admission to the Bar. The Board will submit four motions for admission per year: February, May, August, and October. After the motions are submitted and upon approval by the Supreme Court and the United States District Court for the District of Utah and upon taking the required oath, an Applicant is eligible to be enrolled into Utah's state and federal courts.

(c) Oath of attorney and certificate of admission. Every Applicant must take an oath. The oath must be administered by the clerk of the Supreme Court, the clerk of a court of the United States, a Utah state judge of district or juvenile court level or higher, a judge of a court of the United States or a judge of a court of general jurisdiction or higher of a state of the United States. In the event of military assignment, a military court judge may administer the oath. After administration of the oath, each Applicant must sign the roll of attorneys maintained by the clerk of the Supreme Court at which time the Applicant receives a certificate of admission. If the oath is administered other than at a regularly scheduled ceremony conducted by the Court, the Applicant must contact the clerk of the Supreme Court for information on administration of the oath, and if applicable, the clerk of the United States District Court for the District of Utah.

(d) Time limit for admission. An Applicant must resolve all application deficiencies and gain character and fitness approval within one year of filing the application or the application is closed. After receiving notice of character and fitness approval, an Applicant must pay the prescribed license and enrollment fees and take the oath as required by Rule 14-716(c) within six months or approval for admission is automatically withdrawn. Failure to timely satisfy the provisions of this rule requires an Applicant to recommence the application process including the submission of a new application, the payment of application fees, a new character and fitness investigation and the retaking of the Bar Examination, if applicable.

Effective Date May 1, 2016