

**Application Checklist: Admission by Years of Practice in another state or jurisdiction**  
**(Rule 7A)**

<b>Item</b>	<b>Instructions</b>
_____ Registration Form	<ol style="list-style-type: none"><li>1. Go to the <a href="#">Applicant Portal</a></li><li>2. Under New Registration, click <a href="#">Register</a></li><li>3. Fill out all required information and click Submit</li><li>4. Print your Registration page</li></ol>
_____ Application	<ol style="list-style-type: none"><li>1. Fill out the <a href="#">application</a> (Must be typed - handwritten applications are not accepted)</li><li>2. MAKE SURE TO FILL OUT SECTION 8.00</li><li>3. Print the application</li><li>4. Complete Section 13.00 (handwriting sample)</li><li>5. Complete, sign, and have notarized the following:<ol style="list-style-type: none"><li>a. Page 18 (Applicant's Obligation)</li><li>b. Page 19 (Authorization and Release of Information and Records)</li></ol></li><li>6. Put your printed registration page on top of your application (the Registration page it counts as Page 1)</li></ol>
_____ Law School Transcript	Include a copy of all law school transcripts (unofficial copies are acceptable).
_____ Two notarized affidavits from persons who attest to your good character	See <a href="#">Rule 4B(4)</a> or see a <a href="#">sample affidavit</a>
_____ \$950 application fee	
_____ Certified copy of driving record	See <a href="#">Driving Record Contact Information</a>
_____ Criminal History Report	As part of the investigation process, you will be required to provide a criminal history check for certain states you have lived in more than 1 year during the past 10 years. These are listed in the application. The CHC does not need to be submitted with your application, but you may apply for the CHC before it is requested in order to expedite your application.
_____ Copy of bar admission application to each jurisdiction you have applied to	See <a href="#">Rule 4D</a>
_____ Document showing your date of admission to the bar from the proper authority in each jurisdiction you are admitted	See <a href="#">Rule 4D</a>
_____ Document stating that you are in good standing from the proper authority in each jurisdiction you are admitted	See <a href="#">Rule 4D</a>

\_\_\_\_\_ Document from the proper authority in each jurisdiction you are admitted in indicating if you are subject of any pending complaint or charge of misconduct

See [Rule 4D](#)

\_\_\_\_\_ Supplemental forms and attachments

If any of the answers on your application require additional documentation, fill out the correct [supplemental forms](#). Certain Supplemental Forms require specific documentation. Check the upper left corner of the required Supplemental Forms for a list of required documents.