

**FOR REFERENCE PURPOSES ONLY – PETITIONS MUST BE SUBMITTED VIA E-FILE – DO NOT SUBMIT THIS FORM**

Have you previously submitted a Petition for Admission to the Massachusetts Bar?  Yes  No

If you previously filed a Petition for Admission by Examination, which examination did you previously file a Petition for Admission to the Massachusetts Bar (MM/YYYY)? \_\_\_\_\_

**Contact Information**

**NOTE: This field is case sensitive. Do not write your name in all caps/all lower case.**

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Middle Name: \_\_\_\_\_

Mailing Address Line 1: \_\_\_\_\_

Mailing Address Line 2: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Country: \_\_\_\_\_

Primary Phone No.: \_\_\_\_\_ Secondary Phone No.: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**Surname Information**

Have you ever been known by any other name?  Yes  No

If yes, provide the following previous name information for each name change:

Previous Last Name: \_\_\_\_\_

Previous First Name: \_\_\_\_\_

Previous Middle Name: \_\_\_\_\_

Why did you change your name? \_\_\_\_\_

Where did you change your name? \_\_\_\_\_ When did you change your name? \_\_\_\_\_

**Personal Information**

Date of Birth: \_\_\_\_\_ City you were born in: \_\_\_\_\_

State you were born in: \_\_\_\_\_ Country you were born in: \_\_\_\_\_

NCBE No.: \_\_\_\_\_ Social Security No. (Last 4): \_\_\_\_\_

**Parental Information**

**Parent One**

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Maiden Name (if applicable): \_\_\_\_\_

Full Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Parent Two**

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Maiden Name (if applicable): \_\_\_\_\_

Full Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Residential Information**

**Petitions for First Time Examination:** Provide every residence you have had during the last five years. Begin with your current address.

**Petitions for ReTake Examination:** Provide residential history from when you previously filed your Petition to present date. If you have not moved since you last filed, list only your current address.

**NOTE: For residential history after your current address, you may either input your addresses individually (up to 5 entries), or may upload your history as a PDF attachment following this same format. Residential history dates should provide the month and year.**

Address: \_\_\_\_\_

Resided from: \_\_\_\_\_ Resided to: \_\_\_\_\_

Address: \_\_\_\_\_

Resided from: \_\_\_\_\_ Resided to: \_\_\_\_\_

Address: \_\_\_\_\_

Resided from: \_\_\_\_\_ Resided to: \_\_\_\_\_

Address: \_\_\_\_\_

Resided from: \_\_\_\_\_ Resided to: \_\_\_\_\_

**EDUCATION INFORMATION**

**Law School Information**

**NOTE: If you attended multiple law schools, begin with the law school from which you graduated.**

**NOTE: For dates of attendance, if you do NOT have the exact day, apply "/01/". Exact date of graduation is required.**

Law School: \_\_\_\_\_

Law School Full Address: \_\_\_\_\_

Dean/Registrar Name: \_\_\_\_\_ Website or Email address: \_\_\_\_\_

Attendance From: \_\_\_\_\_ Attendance To: \_\_\_\_\_

What Program did you attend:  Day  Evening  Full Time  Part Time  Other

Was your law school ABA accredited at the time of your graduation?  Yes  No

Degree Awarded  JD  LLM  LLB  No Degree Awarded  Other Degree

If "No Degree Awarded" or "Other Degree", explain: \_\_\_\_\_

If applicable, the "Other" degree may require that you attach the Foreign Education approval letter issued by the Board of Bar Examiners.  Approval Letter Attached  Not Applicable

Date of Graduation: \_\_\_\_\_ Degree Awarded: \_\_\_\_\_

Is your completed Law School Certificate (LSC) available to Upload?  Yes  No

If yes, upload document here.

If no, why is it not available?

- I have not yet graduated: You must request that your Law School provide you the LSC immediately after graduation. The LSC must be filed with the Court within fourteen days of your graduation/final grading. You or your law school can file your completed LSC at [sjc.mass.bar.admission@jud.state.ma.us](mailto:sjc.mass.bar.admission@jud.state.ma.us). Or your law school may have access to file your LSC electronically with the Court.
- I requested that my Law School send the LSC directly to the Supreme Judicial Court
- I filed the LSC with my previous petition for admission.
- Other. Explain: \_\_\_\_\_

Your Law School Certification (LSC) MUST be filed **AS SOON AS POSSIBLE** to determine your eligibility to sit for the exam. Upon receipt of the LSC, you may file that separately as an attachment to an email directly to [sjc.mass.bar.admission@jud.state.ma.us](mailto:sjc.mass.bar.admission@jud.state.ma.us)

Have you been reprimanded, sanctioned, disciplined, suspended, or expelled from this school?  Yes  No

If yes, upload a single pdf that includes BOTH: (1) a Statement of Details; and (2) Documents (affidavits, records, transcripts, etc.) relating to the matter. If records are not available, include a statement to that effect.

Have you attended any other Law school?  Yes  No

If yes, provide the same information as above for each institution. **You may either input your law school information individually (up to 5 entries), or may upload your information as a PDF attachment following this same format.**

**Other Education Information**

Other than your law study, provide your education information (undergraduate, graduate, and postgraduate).

**NOTE: For the dates pertaining to education other than law school, provide the month and year.**

Name of Institution: \_\_\_\_\_

School Address: \_\_\_\_\_

Website or Email address: \_\_\_\_\_

Attended From: \_\_\_\_\_ Attended To: \_\_\_\_\_

Date of Graduation: \_\_\_\_\_ Degree Awarded: \_\_\_\_\_

Have you been reprimanded, sanctioned, disciplined, suspended, or expelled from this school?  Yes  No  
If yes, upload a single pdf that includes BOTH: (1) a Statement of Details; and (2) Documents (affidavits, records, transcripts, etc.) relating to the matter. If records are not available, include a statement to that effect.

Have you attended any other college or university?  Yes  No  
If yes, provide the same information as above for each institution. **You may either input your education information individually (up to 5 entries), or may upload your information as a PDF attachment following this same format.**

**Military Services**

Have you ever been a member of the Armed Services?  Yes  No

If yes:

Military Branch: \_\_\_\_\_ Rank: \_\_\_\_\_

Service From: \_\_\_\_\_ Service To: \_\_\_\_\_

Type of Discharge:  Honorable discharge  General Discharge Under Honorable Conditions  
 Other than Honorable (OTH) Discharge  Bad Conduct Discharge  Dishonorable Discharge  
 Entry-level Separation  Medical Separation  Separation for Convenience

If Other than Honorable, Bad Conduct, or Dishonorable Discharge upload a single pdf that includes BOTH: (1) a Statement of Details; and (2) Documents (affidavits, records, transcripts, etc.) relating to the matter. If records are not available, include a statement to that effect.

**Employment Information**

**Petitions by Examination For the First Time:** List any employment you have held since your 18th birthday. Include self-employment, part- or full-time employment, and paid or unpaid internships.

**Petitions by ReTake Examination:** Provide any employment updates/changes since the time you previously filed your Petition up to present date. Begin with your most current employment.

Name of Employer: \_\_\_\_\_

Employer Full Address: \_\_\_\_\_

Provide an employer reference (name and title): \_\_\_\_\_

Nature of Business: \_\_\_\_\_

Position Held: \_\_\_\_\_

Employed From (MM/YYYY): \_\_\_\_\_ Employed To (MM/YYYY): \_\_\_\_\_

Reason for Leaving:  Current Employer  Career Advancement  Family Leave  
 Internship Completed  Layoff  Relocated  Resigned  Resigned in Lieu of Termination  
 Retired  Returned to School  Seasonal Contract Ended  Terminated  
 Other: \_\_\_\_\_

If you resigned in lieu of termination or were terminated, upload a single pdf that includes BOTH: (1) a Statement of Details; and (2) Documents (affidavits, records, transcripts, etc.) relating to the matter. If records are not available, include a statement to that effect.

Do you have additional employment history?  Yes  No

If yes, provide the same information as above for each employer. **You may either input your employment information individually (up to 10 entries), or you may upload your information as a PDF attachment following this same format.**

**Professional Information – Other Than As An Attorney**

Have you ever filed any application for any official position, any elected office or any professional licensure which required proof of good character? (i.e., CPA)  Yes  No

If yes, provide the following information:

What type of professional license did you apply for? \_\_\_\_\_

Select the state that you applied for this professional license? \_\_\_\_\_

What administration governs/oversees this type of professional license? \_\_\_\_\_

Licensing Office Full Address: \_\_\_\_\_

When did you file the application for this professional license? (MM/YYYY) \_\_\_\_\_

What is the status of the application for this professional license?  Active  Denied  Granted  
 Pending  Withdrawn  Other \_\_\_\_\_

Was an examination required for this professional license?  Yes  No  
If yes,  
When was the examination for this professional license? (MM/YYYY) \_\_\_\_\_

What was the result of the examination?  Pass  Fail  Other \_\_\_\_\_

Are you licensed for this profession?  Yes  No  
If yes,  
What is your licensed date? (MM/DD/YYYY) \_\_\_\_\_

What is the current status of this professional license? \_\_\_\_\_

When did your service in this position begin? (MM/YYYY) \_\_\_\_\_

When did your service in this position end? (MM/YYYY) \_\_\_\_\_

Have any charges, grievances or complaints ever been made concerning your conduct as a member of this profession?  Yes  No  
If yes,  
What is the date of the complaint? (MM/YYYY) \_\_\_\_\_

Why was the complaint filed? \_\_\_\_\_

What is the status of the Complaint? \_\_\_\_\_

If any charges, grievances, or complaints have been made, upload a single pdf that includes BOTH: (1) a Statement of Details; and (2) Documents (affidavits, records, transcripts, etc.) relating to the matter. If records are not available, include a letter from the court or applicable authority confirming that the records are not available.

**Professional Information** (continued)

Have any suspensions or revocations ever been made concerning your conduct as a member of any profession?

Yes       No

If yes,

What is the date of the suspension/revocation? (MM/YYYY) \_\_\_\_\_

Why was this professional license suspended or revoked? \_\_\_\_\_

What is the status of the suspension/revocation? \_\_\_\_\_

If any suspensions or revocations have been made, upload a single pdf that includes BOTH: (1) a Statement of Details; and (2) Documents (affidavits, records, transcripts, etc.) relating to the matter. If records are not available, include a letter from the court or applicable authority confirming that the records are not available.

Do you have additional you have additional professional licenses, official positions, appointments?  Yes       No

If yes, provide the same information for each license/position/appointment. **You may either input this information individually (up to 10 entries), or you may upload your information as a PDF attachment following this same format.**

SAMPLE

**Other Applications & Admission Information**

Have you previously applied for admission to the Massachusetts Bar?  Yes  No

If yes, provide the following information

When did you last file a Petition for Admission? (MM/YYYY) \_\_\_\_\_

When did you last sit for the Massachusetts Bar Exam? (MM/YYYY) \_\_\_\_\_

How many times have you sat for the Massachusetts Bar Exam? \_\_\_\_\_

Have you successfully completed the Massachusetts Law Component Law?  Yes  No

Have you ever applied or filed for admission to another Bar by examination, by motion, or any other manner of application, including applications for reinstatement or withdrawal?  Yes  No

If yes,

Jurisdiction: \_\_\_\_\_ Application Type: \_\_\_\_\_

Date of Application: (MM/YYYY) \_\_\_\_\_

Disposition:  Active  Admitted  Denied  Pending  Withdrawn  Other \_\_\_\_\_

(If applicable) Dates of Examination: (MM/YYYY) \_\_\_\_\_ Result of Examination:  Pass  Fail

Are you admitted to practice law in this jurisdiction?  Yes  No

If yes,

Date of Admission (MM/DD/YYYY) \_\_\_\_\_

What is your bar registration number for this Jurisdiction? \_\_\_\_\_

If applicable, which Court(s) within this Jurisdiction are you admitted? \_\_\_\_\_

Where have you engaged in the actual practice or teaching of law? \_\_\_\_\_

What is the nature of your practice or teaching of law? \_\_\_\_\_

The nature of your practice or teaching of law has continued

From \_\_\_\_\_ To \_\_\_\_\_ (MM/YYYY)

Have you applied for another bar examination and/or admission to any other jurisdiction or Court?

Yes  No

If yes, provide the same information as above for each jurisdiction. **You may either input this information individually (up to 10 entries), or you may upload your information as a PDF attachment following this same format.**

You must submit a Certificate of Admission and Good Standing with the applicable grievance and/or disciplinary letter from each jurisdiction you are admitted.

Yes, I have provided these documents from each jurisdiction to which I am admitted

Not applicable, I am not admitted to practice law in any other jurisdiction



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If you answer affirmatively to any of the questions below, upload a single pdf that includes BOTH: (1) a Statement of Details; and (2) Documents (affidavits, records, transcripts, etc.) relating to the matter. If records are not available, include a letter from the court or applicable authority confirming that the records are not available.

- Yes, I have provided **both** a statement of details and applicable records  
 Not applicable, I did not answer affirmatively to any of the below questions

**Disciplinary History**

Have you ever been charged with or been the subject of any investigation pertaining to the unauthorized practice of law?

- Yes       No

Has your authorization to practice law in this Jurisdiction/Court ever been interrupted since your date of admission?

- Yes       No

Have any charges, grievances, or complaints ever been made concerning your conduct as an attorney?

- Yes       No

Have you ever been disbarred, suspended, reprimanded, censured, admonished, or otherwise disciplined or disqualified as an attorney?

- Yes       No

**Legal Proceedings Information**

Have you been a party on either side in a civil action, or a proceeding involving a claim of fraud, conversion, breach of fiduciary duty, professional malpractice, or other wrongful conduct?

- Yes       No

Have you ever been a party, other than as representing counsel, in any other legal or administrative proceedings?

- Yes       No

Have you ever been charged with or been the subject of any investigation for a felony or misdemeanor other than a minor traffic charge?

- Yes       No

Have you ever been adjudged bankrupt or insolvent?

- Yes       No

Are there any unsatisfied judgments or any court orders of continuing effect against you?

- Yes       No

**Examination Information**

Are you applying this Uniform Bar Examination (UBE) concurrently with other jurisdiction(s)?  Yes  No

Where are you sitting for the UBE? \_\_\_\_\_

If you are applying concurrently with another jurisdiction **and** are not sitting for the exam in Massachusetts,  
 Following the Exam, I will immediately submit a request to NCBE to direct the transfer of my score FROM my chosen jurisdiction TO Massachusetts.

I acknowledge that I cannot change where I sit for this exam AFTER I submit the Petition.

How do you intend to write the exam?  I will handwrite the exam  I will use my own laptop computer

**You will NOT be able to change how you choose (handwrite or type) to write the exam.**

If taking the exam using your own laptop computer, you must submit completed [Laptop Registration and Statement of Compliance](#) together in one upload.

The \$75.00 technology Fee will be included with the costs of this filing. ExamSoft furnishes the software for the Exam. ExamSoft will separately charge a \$100.00 fee. Your own laptop computer must meet or exceed system requirements as determined by ExamSoft. Please review the Laptop Computer Testing System Requirements.

**Filing Requirements**

When did you sit for the MPRE? (MM/YYYY) \_\_\_\_\_

What was your Scaled Score? A minimum score of 85 or greater is required. \_\_\_\_\_

Is your MPRE Score Report (unofficial or official) available to upload?  Yes  No

If no, why is your MPRE Score Report NOT available for upload?

- I requested NCBE to send my score directly to Massachusetts
- I filed my MPRE with my previous Petition for Admission
- I have NOT yet received my report from NCBE

**You may NOT submit this Petition without a MPRE Score Report. When the Report is available, return to the interview OR contact [sjc.mass.bar.admission@jud.state.ma.us](mailto:sjc.mass.bar.admission@jud.state.ma.us).**

Other \_\_\_\_\_

I have uploaded both letters of recommendation (NOT the Attorney Recommendation) in a single upload.

Do you have any additional documents, appendixes or uploads you would like to include in support of your Petition for Admission by Examination?  Yes  No

**Attorney Recommendation**

Recommending Attorney's Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

Business/Professional Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Where is the recommending attorney admitted? \_\_\_\_\_

What is the status of the recommending attorney's registration? \_\_\_\_\_

What is the recommending attorney's registration number? \_\_\_\_\_

I have uploaded the completed [Attorney Recommendation form](#).

**Attestation & Certification**

I, the Petitioner, having filed a Petition for Admission to the Bar of the Commonwealth of Massachusetts, hereby consent to have an investigation made as to my moral character, professional reputation, and fitness for the practice of law.

I hereby authorize every person, firm, company, corporation, governmental agency, law enforcement agency, court, bar association, or institution having control of any documents or records regarding charges or complaints filed against me, including any complaints expunged by law, whether formal or informal, pending or closed, or any other pertinent data to provide them to the Massachusetts Board of Bar Examiners.

I, the Petitioner, certify that each of the foregoing answers is true, complete, and candid and that I have not altered the wording of any question. I further certify that I have answered all questions and have attached rider pages with statements of details for any applicable response within this Petition.

I confirm, if applicable, any Statement of Details includes a narrative with dates stating the facts; names and locations of court, tribunal, or record of authority (if any); case numbers, references to court records or account numbers; names and addresses of all persons and parties involved, including all counsel; and the current disposition of the matter.

I understand that I am obligated, by the Board of Bar Examiners Rule V.1.2., to file by addendum with the Clerk's office of the Supreme Judicial Court for the County of Suffolk any changes or additions to answers that I have made on this Petition. I understand that this obligation shall continue until I am admitted to the practice of law in the Commonwealth of Massachusetts, or until such time as my Petition is closed or denied by the Supreme Judicial Court. I understand that my failure or refusal to supply information deemed relevant by the Board of Bar Examiners may be grounds for denial of a recommendation for admission.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Checklist – Documents to Upload with Petition**  
**For Reference Purposes Only**

**Filing Requirements** – **Your petition will be rejected if these are not provided**

**MPRE Score Report**

- Uploaded with this Petition
- Filed with a previous Petition for Admission
- I have requested that NCBE send my score directly to Massachusetts

**Law School Certificate**

- Uploaded with this Petition
  - Filed with a previous Petition for Admission
  - I have requested that my law school send my LSC directly to the SJC Clerk's Office
  - I have not yet graduated, but I understand that it is my responsibility to ensure that my LSC is filed within 14 days of graduation. I understand that failure to do so may jeopardize my eligibility to sit for the bar exam.
- Two [letters of recommendation](#), combined into one PDF
- [Attorney Recommendation Form](#)

**If Applicable** – The following items may be required, depending on your circumstances

- [Laptop Registration and Statement of Compliance](#), if typing the exam
- [Foreign Education approval letter](#) (issued by the BBE to graduates of foreign law schools)
- Certificate of Admission and Good Standing and  Grievance/Disciplinary letter from each jurisdiction where you are licensed to practice law
- [Affidavit of Indigency](#) OR  Motion to Request a Waiver of the Filing Fees, if applying for a fee waiver

Statement of Details **AND** Applicable Records/Documents pertaining to:

- Reprimand, Sanction, Discipline, Suspension, and/or Expulsion from Law School
- Reprimand, Sanction, Discipline, Suspension, and/or Expulsion from an educational institution other than law school
- Other than Honorable, Bad Conduct, or Dishonorable Discharge from Military Service
- Termination or Resignation in lieu of Termination from Employment
- Charges, Grievances or Complaints regarding a professional license or other official position
- Suspensions or Revocations of a professional license or other official position
- Disciplinary history regarding the practice of law
- Legal Proceedings Information

**NOTE:** The above statements and/or records may be submitted directly to the BBE, rather than filed with your Petition. Contact [info@bbe.state.ma.us](mailto:info@bbe.state.ma.us) for more information.

**Optional** – The following items may be uploaded as a PDF attachment in lieu of inputting individual entries.

- Residential History
- Law school information (if you attended more than one law school)
- Education information (if you attended more than one college or university other than law school)
- Employment History
- Professional License, Official Position, or Appointment Information
- Information about Applications for Bar Admission in Other Jurisdictions

- Each PDF attachment follows the required [naming convention](#): [LastName].[FirstName].[DocumentType].pdf (i.e., Smith.John.Recs.pdf). **Your petition will be rejected if the file names are incorrect.**