

## Board of Law Examiners

Kansas Judicial Center, Room 374, 301 S.W. 10th Avenue, Topeka, Kansas 66612

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### To: Applicants for the Bar Examination in Kansas

Check to make sure you have the current application packet. Then review the application packet, noting the application deadline. It is, of course, desirable to file in advance of the deadline. Any applicant who wishes to file a completed application for admission after the filing deadline, but on or before November 1 (for the February examination) and on or before April 1 (for the July examination), must pay a late penalty fee in the amount of \$200 in addition to the application fee. Only complete applications will be accepted. See Supreme Court Rule 713.

Kansas requires that your undergraduate and law transcripts be mailed directly to the Board from the college or university. E-transcripts will not be accepted. Request final transcripts far enough in advance that they are received by the Board no later than January 15<sup>th</sup> for the February examination and June 15<sup>th</sup> for the July examination. See Supreme Court Rule 706.

If you are admitted to practice in another state, you must obtain a certificate of good standing, a disciplinary authority certificate, and a continuing legal education certificate from each state in which you are admitted. Certificates of good standing are usually issued by the Clerk of the Supreme Court, and the disciplinary authority certificate by the appropriate disciplinary governing board. Certificates of continuing legal education should be obtained from the entity responsible for monitoring compliance in that state. Continuing legal education certificates must include proof of compliance with both fee payments and required hours. Certificates of good standing, disciplinary authority certificates, and continuing legal education certificates will not be accepted by the Board if they are more than 90 days old at the time the application is accepted by the Board.

All applicants for the Kansas Bar are required to submit a completed fingerprint card and the required waivers as a part of the character and fitness investigation. Fingerprint card packets are available through this office. If you have not done so already, you should complete the fingerprint packet and have it submitted to this office immediately. Your application will not be accepted until the completed fingerprint packet is received. No applicant for admission to the bar will be permitted to take the bar examination until the application has been considered and approved by the Board.

If you are transferring an MBE score earned within thirteen months of the current examination and you successfully passed the entire bar examination in the other jurisdiction in one sitting, you must contact the state from which the score is being transferred to determine their procedure for transferring the score to Kansas. This score must be received no later than January 15<sup>th</sup> for the February examination and June 15<sup>th</sup> for the July examination if the score is to be used. Failure to timely submit an MBE score will result in the applicant sitting for both days of the examination.

All applicants must obtain a minimum scaled score of 80 on the MPRE to be admitted in Kansas. If you previously took the MPRE and have submitted a score less than 80 or have not yet taken the MPRE, it is strongly recommended you make arrangements to do so immediately.

You will be advised in writing at the time your application is accepted if your transcripts, MPRE score, or MBE score are not on file at the time of filing. **This will be your only notice.** Failure to submit items by the stated deadlines will result in your removal without further warning.

Kansas Board of Law Examiners

**KANSAS**  
**APPLICATION FOR ADMISSION TO THE BAR OF THE STATE OF**  
**KANSAS**  
**BY**  
**WRITTEN EXAMINATION**

**IMPORTANT**

Commensurate with what Kansas expects of its' practicing attorneys, it is the applicant's responsibility to ensure that all necessary material is included with your application. Failure to do so will result in the return of your application. See Rule 713.

**Examination dates:** The last Tuesday and Wednesday of February & July

**Filing fees and deadlines:** \$700

Application must be received by:

- October 1<sup>st</sup> for a February examination
- March 1<sup>st</sup> for a July examination

Completed Applications received after the filing deadline, but on or before November 1<sup>st</sup> (for February examinations) and on or before April 1<sup>st</sup> (for July examinations), shall pay a late penalty fee in the amount of \$200 in addition to the application fee.

**Checks payable to:** Clerk of the Supreme Court

**Address for filing applications:**

KANSAS BOARD OF LAW EXAMINERS  
KANSAS JUDICIAL CENTER, ROOM 374  
301 SW 10TH AVENUE  
TOPEKA, KS 66612-1507

(Applications may be delivered in person; however, your application will be reviewed in the order it was received. In the event that your application is incomplete, it will be returned to you by first class mail.)

**Telephone No.:** (785) 296-8410

**E-mail:** [admissions@kscourts.org](mailto:admissions@kscourts.org)

## **READ THE FOLLOWING BEFORE YOU BEGIN**

1. Read the entire application carefully **before** making entries.
2. Entries must be typewritten or the application completed on-line using Adobe.
3. You will need to obtain an NCBE number to complete this application. If you do not already have an NCBE number, you may register for one at <http://www.ncbex.org> under the link “Get an NCBE Number.”
4. Answer all questions within the application, following the instructions for each question exactly. Every question requires an answer.
5. Use your full legal name - no initials.
6. Avoid abbreviations.
7. When supplementing answers, be complete. If additional space is needed for your answer, attach an additional page of explanation immediately following the page on which the question occurs.
8. When additional documentation is required, attach the necessary documents **immediately** following the page on which the question occurs.
9. Original signatures are required on several pages throughout the application. All signatures, with the exception of the photo identification sheet, must be notarized. Always sign in **BLUE INK**.
10. **All** lines on the notary certificate must be completed, including the State and County. All signatures must be completed in BLUE INK. A **complete** notary certificate must include a seal or notary stamp.
10. Submit your completed application in order. Remember to attached required supplemental documents immediately following the page with the question the document pertains to.
11. Include the required filing fee. Checks should be made payable to: **Clerk of the Supreme Court**.

12. Submit one original completed application and one exact copy of the completed application including all required supplemental material. **Incomplete applications will be returned and not considered filed. It is the applicant's responsibility to ensure that all necessary material is attached to the application.**
13. Make and keep a copy of your application for your records.
14. Obtain and complete a Kansas Bar Examination Fingerprint Packet to submit with your completed application. Fingerprint packets are available through this office. To obtain a fingerprint packet complete the form on the website or contact the Board.
15. DO NOT call the Board to ask whether your application has been received. Mail "certified" or other trackable method if you need confirmation.
16. Keep the Board advised of **any** change that occurs after the filing of your application. As stated in the continuing obligation oath, you are required to notify the Board in writing within 5 days of **any** event which would change your response to any question on the application. This obligation continues until you are sworn-in to the bar.
17. Reread the instructions and check the Board's web page for bar applicants before calling with questions. If you do not locate the answer, please contact the Board by e-mail at [admissions@kscourts.org](mailto:admissions@kscourts.org), or by phone at (785) 296-8410.

## Rule 716

### ADMISSION TO THE BAR BY EXAMINATION

- (a) **Eligibility.** An applicant for admission to the Kansas bar by examination must be eligible under Rule 708.
- (b) **Application.**
  - (1) **Required Documents and Fee.** An applicant under this rule must submit the following:
    - (A) an application submitted and accepted through the Attorney Admissions office's online portal according to the time periods under subsection (b)(2);
    - (B) any other information the admissions attorney, the Attorney Admissions Review Committee, or the Board of Law Examiners requests for use in considering the application; and
    - (C) the fee under Rule 707(a)(2).
  - (2) **Time Periods.** The Board generally administers the bar examination in February and July.
    - (A) **Timely Application.** An application is timely if submitted within one of the following time frames:
      - (i) April 2 to October 1 for the February examination; or
      - (ii) November 2 to March 1 for the July examination.
    - (B) **Grace Period.** The Attorney Admissions office will accept an application that is no more than 30 days late if it complies with subsection (b)(1) and is accompanied by the late fee under Rule 707(a)(3).
    - (C) **Late Application.** The Attorney Admissions office will treat an application received after the expiration of the grace period as an application for the next bar examination.
  - (3) **Nonstandard Testing Accommodation.** An applicant seeking a nonstandard testing accommodation must submit a request and supporting documentation to the Attorney Admissions office by November 1 for the February examination or April 1 for the July examination. The Attorney Admissions office may approve an applicant's request for a nonstandard

testing accommodation that does not jeopardize the security and integrity of the examination.

- (4) **Application Review Process.** The following rules apply in the application review process:
  - (A) Rule 723 and Rule 725 apply to the character and fitness investigation and any hearing; and
  - (B) Rule 724 applies following an adverse Board ruling.
- (c) **Updating an Application.** An applicant must update an application under the following circumstances:
  - (1) **Retaking the Examination.** If an applicant did not achieve a passing score on an examination and wishes to take the next examination administered, the applicant must update the application and pay the application fee under Rule 707(a)(2).
    - (A) **February Examination.** An applicant who did not achieve a passing score on the February examination must update the application no later than 30 days after the date of the letter stating that the applicant did not achieve a passing score.
    - (B) **July Examination.** An applicant who did not achieve a passing score on the July examination must update the application in accordance with the time periods in subsection (b)(2) and pay the late fee if applicable.
    - (C) **Delayed Retake.** If an applicant does not wish to take the next examination administered, the general provisions under subsection (b) apply.
  - (2) **Hold-Over Application.** If an applicant does not take the examination for which the applicant applied, the applicant must update the application. The Board may waive the application fee for a later examination if an applicant failed to take the examination due to any of the following circumstances:
    - (A) a delay in the investigation of the applicant's character and fitness;
    - (B) the need for a hearing on the applicant's character and fitness;
    - (C) actions of the admissions attorney, the Review Committee, the Board, or the Supreme Court;

- (D) the applicant's failure to achieve a passing score on the Multistate Professional Responsibility Examination; or
  - (E) extenuating circumstances.
- (d) **Composition.** The Board administers the Uniform Bar Examination prepared by the National Conference of Bar Examiners, which consists of six Multistate Essay Examination questions, two Multistate Performance Test questions, and the Multistate Bar Examination.
- (e) **Multistate Professional Responsibility Examination.**
  - (1) To be eligible to take the Uniform Bar Examination in Kansas, an applicant must achieve a minimum score of 80 on the Multistate Professional Responsibility Examination and ensure that the National Conference of Bar Examiners or the testing jurisdiction provides the score to the Attorney Admissions office.
  - (2) The Attorney Admissions office must receive the official score no later than January 15 for the February examination and June 15 for the July examination.
- (f) **Taking the Bar Examination.**
  - (1) **Proof of Identity.** At a bar examination, an applicant must provide proof of identity satisfactory to the Attorney Admissions office.
  - (2) **Conduct.** Any conduct in violation of the instructions given to bar examinees on the day of the examination will be reported to the Board and considered for possible character and fitness review. The Board may refuse to score the examination of an applicant who fails to follow the instructions.
- (g) **Transferring a Multistate Bar Examination Score.** A first-time applicant may transfer a Multistate Bar Examination score achieved in another jurisdiction in lieu of taking the Multistate Bar Examination portion of the Uniform Bar Examination.
  - (1) Subject to the following provisions, the Board will accept a Multistate Bar Examination score achieved on a prior examination in another jurisdiction.
    - (A) The applicant must have taken the examination in the other jurisdiction no more than 13 months before the Kansas examination.
    - (B) The applicant must have successfully passed the entire bar examination in the other jurisdiction in one administration and

achieved a minimum scaled score of 125 on the Multistate Bar Examination.

- (C) The applicant must notify the Attorney Admissions office at the time of submitting the application for admission to the Kansas bar that the applicant wishes to use a Multistate Bar Examination score achieved in another jurisdiction.
  - (D) The applicant must ensure that the National Conference of Bar Examiners or the appropriate bar examination authority where the applicant took the Multistate Bar Examination provides the applicant's Multistate Bar Examination score to the Attorney Admissions office.
  - (E) The applicant will not receive a Uniform Bar Examination score.
  - (F) If the applicant fails to achieve a passing score on the Kansas examination, the applicant may not use the Multistate Bar Examination score transferred under this subsection in any succeeding Kansas examination.
- (2) The Attorney Admissions office will adopt procedures to ensure that scores transferred under this subsection are reported to the Board without disclosing the applicant's identity.
- (h) **Passing Score.** An applicant who achieves a minimum score of 266 on the Uniform Bar Examination is eligible for admission to the Kansas bar.
- (i) **Procedure on Completion of Bar Examination.**
- (1) **Admission Granted.** If the Board recommends granting admission and the Supreme Court admits the applicant to practice in all Kansas courts, the applicant must take the oath under Rule 726.
  - (2) **Admission Denied.** If the Board denies admission because an applicant failed to achieve a passing score on the examination, the Board's decision is final.
  - (3) **Requests for Examination Responses.** The following provisions apply when the Board denies admission under subsection (i)(2).
    - (A) The applicant may review the applicant's answers to the Multistate Essay Examination and Multistate Performance Test upon request made no later than 90 days after the date the Attorney Admissions office notified the applicant of the Board's denial.



- (B) Because confidentiality is required to protect the integrity of the examination, the applicant is not permitted to review or inspect questions asked or answers given on the Multistate Bar Examination.

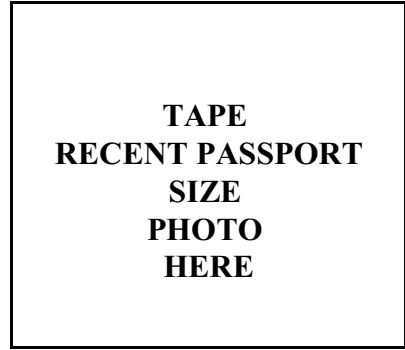
**APPLICATION FOR ADMISSION TO THE  
BAR OF THE STATE OF KANSAS  
BY WRITTEN EXAMINATION**

Docket No. \_\_\_\_\_  
(KBLE will assign)

IN RE: APPLICATION OF

\_\_\_\_\_  
(Full Legal Name)

TO THE SUPREME COURT:



IN ACCORDANCE WITH THE RULES RELATING TO THE ADMISSION OF ATTORNEYS, I, \_\_\_\_\_, HEREBY  
(Full Legal Name)

FILE THE FOLLOWING APPLICATION IN THE SUPREME COURT OF THE STATE OF KANSAS FOR PERMISSION TO TAKE AN EXAMINATION CONDUCTED BY THE KANSAS BOARD OF LAW EXAMINERS AND, UPON SUCCESSFUL COMPLETION THEREOF, FOR ADMISSION TO PRACTICE LAW IN ALL COURTS OF THE STATE OF KANSAS. TO EVIDENCE MY QUALIFICATIONS TO TAKE SUCH EXAMINATION, I SHOW THE FOLLOWING:

1. Full Legal name
2. List all other names you have been known by. Include the dates you were known by these names and the reason for the name change. If the name change was by court order, attach a copy of the order immediately following this page.
3. Present address. If your physical address is different from your mailing address, you must list both addresses, indicating which is the mailing address. Be sure to include apartment numbers and the county in all addresses.
4. Home or cellular telephone number                      Work telephone number
5. NCBE Number
6. E-mail address (do not list e-mail addresses maintained by educational institutions)

7. Date of birth
8. City and State of birth
9. Sex
10. Social Security Number
11. Height
12. Weight
13. Color of Eyes
14. Color of Hair
15. Have you ever served in the Armed Forces of the United States or any other country?  
 Yes  No  
**If “yes,” provide a statement giving branch, dates of service, character of discharge, and details in the space below. If discharge was other than honorable, include a copy of your discharge papers.**
16. Spouse’s name, if applicable, and address if different from applicant’s:
17. Parents’ names, mailing address, and telephone number:
18. If you do not have a spouse and both parents are deceased, list your next of kin. Include: name, mailing address, telephone number, and relationship to the applicant.

19. Driver's License Number:

State Issued:

Expiration Date:

**ATTACH A COPY OF YOUR CURRENT DRIVER'S LICENSE (FRONT AND BACK) IN THE SPACE PROVIDED BELOW.** If you do not have a driver's license, state the reason why on a separate sheet immediately following this page and attach a copy of a state-issued Identification Card below. If your license is or has been restricted for any reason other than eye glasses or contacts, attach your explanation on a separate sheet immediately following this page.

20. Are you a citizen of the United States? \_\_\_ Yes \_\_\_ No

If claiming citizenship, other than by birth, state date naturalized, court and location, and naturalization number.

If not a United States citizen, from what country do you claim citizenship?

If not a United States citizen, describe your immigration status and provide your alien registration number and a copy of your resident alien card in the space below. If you do not have an alien registration number or resident alien card, explain in the space below.

If you are not a United States citizen and do not have a resident alien card, provide a statement explaining your legal status in the space below. You will also need to attach, immediately following this page, legal documentation showing by what means you are in the country legally.

21. List each residence address (including your present address) you have had for the past ten years, starting with the most recent. **List only the month and year of residence. There should be no gaps in time.** The following is an example of how a listing should look:

*1234 A Avenue, Town, Kansas 66666      August 2003 - present*  
*7546 West 15<sup>th</sup> Street, City, Kansas 67777      April 2001 - July 2003*

**IF YOU NEED MORE SPACE THAN WHAT IS PROVIDED, ATTACH A SEPARATE SHEET IMMEDIATELY FOLLOWING THIS PAGE.**

22. Are you currently employed? \_\_\_ Yes \_\_\_ No

In the space below, state name of employer, current address of employer, position held, dates of employment and reason for termination of employment for the past ten years, starting with the most recent. In the event the business is no longer in existence, list the last known address and indicate that the business is no longer in existence.

Include periods of unemployment. There should be **NO GAPS** in time. For the purpose of completing this section, use only month and year when listing the dates of employment. Sample entries follow:

*ABC Manufacturing, 55567 Law Street, City Town, KS 66666  
Laborer, August 2002 - Present, still employed*

*ZXY Communications, 88879 College, City Town, KS 66666  
Salesman, July 2001 - August 2002, found a better job*

**IF YOU NEED MORE SPACE THAN WHAT IS PROVIDED, ATTACH A SEPARATE SHEET IMMEDIATELY FOLLOWING THIS PAGE.**

Supreme Court Rule 706 requires proof that an applicant has been granted and holds the requisite undergraduate and JD degrees. Official transcripts issued by the registrar or equivalent officer of each institution granting such degrees, and sent directly from such office to the Board will provide sufficient proof of said degrees. **Transcripts submitted by the applicant will not be accepted. E transcripts will also not be accepted.** Please read Supreme Court Rule 706 if you have questions about educational eligibility.

Both transcripts must be received by January 15<sup>th</sup> for the February examination and by June 15<sup>th</sup> for the July examination. If you are unable to meet this deadline, you must contact the Board for further instructions. Only final transcripts showing that the degree has been conferred will be accepted.

23. Provide the name of the school from which you received your undergraduate degree, the full address for the school, and the date your degree was conferred.

24. Provide the name of the school from which you received your juris doctor or bachelor of laws degree, the full address for the school, and the date your degree was conferred. If you have not yet graduated, list your expected date of graduation. **Attach, immediately following this page, a copy of your law school application, including any amendments made to your application after admission.**

25. List all **other** colleges or universities (including law schools) which you have attended, dates of attendance, degrees received (if any), and date of graduation if applicable. **DO NOT REQUEST TRANSCRIPTS FROM SCHOOLS ATTENDED WHERE A DEGREE WAS NOT EARNED.**



26. Have you ever been dropped, suspended, placed on scholastic or disciplinary probation, expelled or been requested to resign from any school, college or university, or otherwise subjected to discipline by any school or institution or requested or advised by any such school or institution to discontinue your studies there **for reasons other than failure to maintain a minimum GPA?**  Yes  No

**If you answered “yes,” provide a personal statement in the space below which includes: details of each accusation, its disposition, and the punishment imposed, if any. You will need to obtain a complete copy of the school, college, or university’s file regarding this incident and attach it immediately following this page.**

27. Despite whether the record has been expunged, canceled or annulled, or whether no record was made, have you ever been accused of personal or academic dishonesty at any school you attended or have you ever been subject to proceedings before a school honor court, honor council, or similar body?  Yes  No

**If you answered “yes,” provide a personal statement in the space below which includes: details of each accusation, its disposition, and the punishment imposed, if any. You will need to obtain a complete copy of the school’s file and attach it immediately following your personal statement. If the school no longer has record of the incident, a written letter from the school may be substituted for a copy of the file.**

28. Have you ever previously made application to take the Kansas bar examination?  
 Yes  No  
If “yes,” please indicate in the space below the date(s) of the examination(s) for which you previously applied, whether you took the examination, if you did not take the examination why you did not take the examination, or if you failed the examination.

29. Have you ever applied for a Kansas legal intern permit pursuant to Supreme Court Rule 719, or a Kansas limited license pursuant to Supreme Court Rule 712?  Yes  No

If “yes,” please provide the date(s) of the application(s), whether you received the permit or license, and if you received the permit or license the current status of the permit or license.

30. Have you ever made application to take the bar examination in a state other than Kansas?  
 Yes  No

If “yes,” give the name of the state and the date(s) of the examination(s) for which you previously applied. State the outcome of each application. For example: passed but not admitted, passed and admitted, failed, withdrew, denied for character and fitness, etc.

If you were denied permission to take the examination for any reason, please list the reason for the denial. If denied, you must contact the jurisdiction in which the denial took place and request a certified copy of that bar application. That application must be submitted with this application in order for this application to be considered complete.

31. Have you ever been the subject of a formal proceeding or requested to appear in person before a board of law examiners, or a representative of the board, in connection with an application filed on your behalf in any other state?  Yes  No

If “yes,” please list the reason the proceeding was requested, the outcome of the proceeding, and the decision made by the board or representative of the board. You must include a certified copy of the application filed in that jurisdiction and a certified copy of the transcript from the proceeding if a record was made. **If the transcript from the proceeding was not transcribed, you will need to contact the court reporter directly to obtain the transcript.**

32. Have you ever applied for admission to practice law, other than by examination, in a state other than Kansas?  Yes  No

If “yes,” please provide the name of the state, the date(s) of the application, whether you were admitted to practice law, and if you were not admitted to practice law the reason your application was denied or withdrawn.

33. Are you admitted in another jurisdiction or state?  Yes  No

The list must include the date admitted and the status of the license for each jurisdiction. If your license is “inactive,” please include the reason.

**Immediately following this page, attach an original certificate of good standing, original disciplinary authority certificate, and proof of compliance with continuing legal education requirements for each state admitted. CLE certificates should reflect present and past compliance. Only certificates issued within 90 days of the filing of this application will be accepted.**

34. Have you take the Multistate Professional Responsibility Examination (MPRE)?  
 Yes  No

If “yes”, provide the date(s) of the examination(s) and your score(s) for the examination(s). If “no”, provide the date you will sit for the MPRE. Make sure that you have made the proper arrangements to have your score sent to Kansas in a timely manner. **Only applicants with a passing score on file with the Board are eligible to sit for examination in Kansas.**

35. Do you wish to complete the essay portion of the UBE with the use of a laptop computer.  
 Yes  No

By selecting “yes” you are agreeing to provide a laptop which meets the specifications required by the Board’s third party vendor. The Board and the vendor accept no responsibility for any malfunction of the laptop computer during the examination. It is your responsibility to ensure the laptop is in working order on examination day. You will be emailed instructions from Attorney Admissions on when and how to download the testing software. Failure to complete all of the instructions contained in the email, including downloading the program by the stated date will result in your removal from the laptop program and you be required to handwrite the written portion of the examination.

36. Will you be transferring a Multistate Bar Examination (MBE) Score to Kansas?  
 Yes  No

If “yes,” provide the name of the jurisdiction where you took the MBE, the date you took the MBE, whether you passed the entire bar examination in such jurisdiction, and the date you requested to have your MBE score reported to the Board, if you intend to transfer that score. **All scores must be received by January 15<sup>th</sup> for the February examination and by June 15<sup>th</sup> for the July examination and must be issued by NCBE or the jurisdiction where the score was received.** See Supreme Court Rule 709(m).

37. Do you have a physical disability or impairment which requires testing accommodations for taking the bar examination?  Yes  No

**If testing accommodations are requested, the Board will need further information. It is the applicant’s responsibility to obtain an Application for Testing Accommodations which must be submitted in addition to this application. The Application for Testing Accommodations must be filed with the Board on or before November 15 for the February examination and on or before April 15 for the July examination.** The Application for Testing Accommodations is available on the Board’s web site.

38. Have you ever been a party to an action in divorce?  Yes  No

If “yes,” provide the name and address of the court of jurisdiction for each case on a separate sheet of paper. Attach a copy of each settlement agreement, divorce decree, and journal entry immediately following this page. If you were under a court-ordered obligation to pay alimony, maintenance, or child support, provide a detailed explanation regarding the status of each obligation immediately following this page. If you are delinquent on a court-ordered obligation, provide the reason for the delinquency, documentation from the court showing the amount past due, and a detailed financial plan to bring the obligation current.

39. Have you ever been a party to a civil law suit, **other** than an action in bankruptcy or divorce?  
 Yes  No

If “yes,” provide the caption of the civil case, the name of the court of jurisdiction, the address of the court of jurisdiction, the case number, and a brief description of the allegations contained in each petition or complaint immediately following this page for each suit. List each suit on a separate of paper and attach a copy of the petition or complaint, the dismissal or judgment, and if you were the defendant a copy of the satisfaction of judgment for each suit.

The purpose of the following inquiries is to determine the current fitness of the applicant to practice law. The mere fact of treatment for mental health problems or addictions is not, in itself, a basis on which an applicant is ordinarily denied admission, and the Board of Law Examiners routinely certifies for admission individuals who have demonstrated personal responsibility and maturity in dealing with mental health and addiction issues.

The Board of Law Examiners does, on occasion, deny certification to applicants whose ability to function is impaired in a manner relevant to the practice of law at the time the licensing decision is made, or to applicants who demonstrate a lack of candor by their responses. This is consistent with the public purpose that underlies the licensing responsibilities assigned to bar admission agencies; further, the responsibility for demonstrating qualification to practice law is ordinarily assigned to the applicant.

The Board of Law Examiners does not, by its questions, seek information that is fairly characterized as situational counseling. Examples of situational counseling include stress counseling, domestic counseling, grief counseling, and counseling for eating or sleeping disorders. Generally, the Board of Law Examiners does not view these types of counseling as germane to the issue of whether an applicant is qualified to practice law.

40. Do you currently have any condition or impairment (including, but not limited to, substance abuse, alcohol abuse, or a mental, emotional, or nervous disorder or condition) which in any way affects your ability to practice law in a competent and professional manner?  
\_\_ Yes \_\_ No

**If you answer “yes” to question 40, please identify the condition or impairment, state when you first discovered the condition or impairment, and describe how it currently affects your ability to practice law.**

41. At the present time, does your personal debt exceed \$150,000, excluding real estate loans?  
\_\_ Yes \_\_ No

If “yes,” in the space provided below, provide the name of creditor, the address of creditor, the account number, the nature of debt, the monthly payment, the current balance, and the status of account. **PERSONAL DEBT INCLUDES ALL STUDENT LOANS, REGARDLESS OF THE STATUS OF THE LOAN(S).**

42. Do you have any debts, including student loans, which are presently past due or which have been placed in collection? \_\_ Yes \_\_ No

If “yes,” in the space provided below, provide the name of the creditor, the address of the creditor, the account number, the nature of the debt, the monthly payment, the current balance, the status of the account, and the reason the account is past due. You must also include a reasonable detailed payment plan which works in your current budget to bring the account(s) current.

43. Have you ever had a credit card revoked?  Yes  No

If “yes,” in the space provided below, provide the name of the credit card company, the address of the credit card company, the account number, the current balance on the credit card if any, the reason the credit card was revoked, the terms of any agreement regarding the payment of the balance of the credit card, and the current status of such agreement. If additional space is needed, attach your statement immediately following this page.

44. Has a creditor ever filed suit against you?  Yes  No

If “yes,” in the space provided below, provide the name of the creditor, the address of the creditor, the caption of the civil case, the name of the court of jurisdiction, the address of the court of jurisdiction, the case number, the amount of the original judgment if any, the current amount of the judgment if any, the terms of any agreement to pay the judgment, and the current status of such an agreement for each suit. Remember to provide information for only one suit per page. Attach a copy of the petition or complaint, a copy of the judgment, and a copy of the satisfaction of judgment.



45. Have you ever been a party to bankruptcy proceedings?  Yes  No

If “yes,” provide the amount of each debt discharged in bankruptcy, including the name of the creditor, the address of the creditor, the date(s) each debt was incurred, and the nature of each debt on a separate sheet immediately following this page. Additionally, provide your annual income the year you filed for bankruptcy, your annual income the year immediately preceding the bankruptcy filing, and your annual income the year immediately following the bankruptcy filing. You must attach a copy of **all** bankruptcy pleadings, including the petition, the statement of financial affairs, the schedules, any adversary proceedings, and the dismissal or the discharge order immediately following this page.

46. Have you, within the last ten (10) years, failed to timely **file** any applicable local, state, or federal income tax return, schedule, or report required by law?  Yes  No

If “yes,” provide the name and address of the taxing authority, the tax year(s) for which you failed to file the return, schedule, or report, and the date you finally filed the return, schedule, or report. Provide a factual statement explaining the reason(s) the taxes were not timely filed. You must attach a copy of all returns, schedules, or reports referenced in this question immediately following this page.

47. Have you, within the last ten (10) years, failed to timely **pay** any taxes owed pursuant to state or federal law?  Yes  No

If “yes,” provide the name and address of the taxing authority, the tax year(s) for which you failed to pay, and the date you finally paid the taxes. If you continue to owe past due taxes, list the current balance of the taxes by tax year and by taxing authority. You must attach a copy of all tax returns, schedules, and reports. Additionally, obtain and attach a copy of a current tax statement from each taxing authority regarding each year you failed to pay your taxes. All documentation must immediately follow this page.

48. Have you, within the last ten (10) years, collected federal withholding, social security, or medicare taxes from the wages of your employees and failed to timely forward such monies to the Internal Revenue Service?  Yes  No

If “yes,” provide the details below.

49. Despite whether the record has been expunged, have you ever been summoned, charged, arrested, taken into custody, or indicted for driving under the influence of alcohol or any other controlled substance?  Yes  No

If "yes," for each incident, provide the date of the incident, the location of the incident, the investigating law enforcement agency, the name and address of the court of jurisdiction, the original charge, the ultimate conviction, the sentence imposed by the court including any educational or treatment requirements, and a factual description of the incident. For each incident, attach a copy of the arrest or police report, petition or complaint, any diversion agreement(s), the dismissal or the journal entry of conviction, and any expungement order.

**All additional information and documentation should immediately follow this page. List every incident on a separate sheet of paper to be followed by the appropriate documentation for each incident. All required documentation must be provided, even if an order of expungement has been entered. If you have not completed your sentence or if your crime was a felony, please read Supreme Court Rules 715 and 716 to determine if you are eligible to apply at this time.**

50. Despite whether the record has been expunged, other than listed above, have you ever been Issued a citation, notice to appear or summons, charged, arrested, taken into custody, or indicted for any felony, misdemeanor, or infraction of the law excluding minor traffic infractions?  Yes  No

If "yes," for each incident, provide the date of the incident, the location of the incident, the investigating law enforcement agency, the name and address of the court of jurisdiction, the original charge, the ultimate conviction, the sentence imposed by the court, and a factual description of the incident. For each incident, attach a copy of the arrest or police report, petition or complaint, any diversion agreement, the dismissal or the journal entry of conviction, and any expungement order. **All additional information and documentation should immediately follow this page. List every incident on a separate sheet of paper to be followed by the appropriate documentation for each incident. All required documentation must be provided, even if an order of expungement has been entered. If you have not completed your sentence or if your crime was a felony, please read Supreme Court Rules 715 and 716 to determine if you are eligible to apply at this time.**

51. Since attaining the legal driving age, has your license to operate a motor vehicle ever been suspended or revoked?  Yes  No

If "yes," provide in the space below the name of the issuing state, the driver's license number, the dates of suspension or revocation, and the reason for the suspension(s) or revocation(s).

**If you answer “yes” to question 52 through 59, attach a separate sheet immediately following this page, giving the dates and the full facts, including the disposition of each such item. In addition, attach a copy of the allegations and final disposition, if any, from the authority responsible for maintaining the record.**

52. Have you ever represented to the public or any court that you were an attorney when you were not in fact admitted to practice in that jurisdiction?  Yes  No
53. Have you ever been **disqualified** from practicing law for any reason before any state or federal trial or appellate court?  Yes  No
54. Have you ever been **disbarred, suspended, censured, admonished, or otherwise reprimanded or disqualified** as an attorney, as a member of another profession, or as a holder of public office?  Yes  No
55. Have there ever been or are there now any charges or complaints (formal or informal) concerning your conduct as an attorney, as a member of any other profession, or as a holder of public office?  Yes  No
56. Have you ever withdrawn any license application, have you ever been denied a license, or have you ever had a license revoked?  Yes  No
57. Has a surety on any bond on which you were the principal been required to pay money on your behalf, or have you ever been refused a fidelity or other bond?  Yes  No
58. Has any professional liability claim been asserted against you arising out of your alleged errors or omissions?  Yes  No
59. Have you ever applied for (including applications that were withdrawn) or held a license for a business, trade or profession other than as an attorney at law, the procurement of which required proof of good character and/or an examination (such as certified public accountant, patent practitioner, or real estate broker)?  Yes  No

If “yes,” provide on a separate sheet the date for which you applied for the license, how long you held the license, the type of license, and the issuing authority (including the complete address and telephone number for the issuing authority.)

## Continuing Obligation Oath

**In the space provided below, copy in your handwriting the following statement:**

I swear that the information provided in this application is true and correct to the best of my knowledge and ability. I acknowledge that any false, misleading, evasive, or incomplete response on the foregoing application is inconsistent with the truthfulness and candor required of a practicing attorney and is grounds for a finding that I lack the requisite character and fitness for admission to the bar in Kansas.

Should an event occur that would change my response to any question on the foregoing application, I understand that I am required to update my application in writing within 5 days of such an event. I understand that my obligation to update my application continues through the time that I am sworn in as an attorney. I further understand that if an event occurs that would change my response to any question on the foregoing application within 5 days of the time I am scheduled to be sworn in, I must update my application in writing prior to being sworn in as an attorney. Failure to update my application may result in the revocation of my license or attorney discipline. **If more space is needed, continue on the back of this page.**

\_\_\_\_\_  
Signature

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

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

SUBSCRIBED AND SWORN TO before me a notary public within and for said county and state.

My Commission Expires: \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

Seal or Stamp

I specifically authorize the Board of Law Examiners or its designee(s) to obtain any information from my official record at any educational institution attended, any past or present employer, or any credit bureau, collection agency, or any loan or credit granting person or institution, which may have a bearing on my character and fitness; and I hereby consent to and authorize the release of any such information.

I hereby, without any mental reservation, state that, except as stated above, by no act or deed of mine nor by the judgment or decree of any court, nor by the act of any governmental agency, either domestic or foreign, have I forfeited or changed my citizenship and that, if admitted to practice law in the State of Kansas, I will bear true allegiance to and support and defend the Constitution of the United States and the Constitution of the State of Kansas and the laws thereof.

I fully agree that notwithstanding I am admitted to practice law in the courts of the State of Kansas by reason of this application, if it should become known hereafter that any statement herein contained is false, it shall be grounds for the Supreme Court to cancel my certificate of admission and to disbar me as an attorney at law.

I understand that I have a continuing obligation to advise the Office of Attorney Admissions of events which would change my response to any question on this application for admission.

I understand that if I pass the examination given, as a condition precedent to my admission, I shall be required to take the oath (or affirmation) required by the rules of the Court.

\_\_\_\_\_  
Signature (SIGN IN BLUE INK)

STATE OF \_\_\_\_\_

ss:

COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, the petitioner above named, do solemnly swear that I signed the above and foregoing application, that I have read the said application, and that all statements therein made are true. So help me God.

\_\_\_\_\_  
Signature (SIGN IN BLUE INK)

Subscribed and sworn to before me, a Notary Public in and for the above county and state, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public (SIGN IN BLUE INK)

My commission expires: \_\_\_\_\_

**Note: All blanks of the notary certificate must be completed.**

**KANSAS BOARD OF LAW EXAMINERS  
AUTHORIZATION AND RELEASE**

I, \_\_\_\_\_ born at \_\_\_\_\_,  
\_\_\_\_\_, on \_\_\_\_\_, \_\_\_\_\_.  
(State) (Date of Birth) (City) (Soc. Sec. No.)

having filed an application for admission to the Bar of Kansas, hereby consent to have an investigation made as to my moral character, professional reputation and fitness for the practice of law and such other information as may be received, all of which will be reported only to the Kansas Board of Law Examiners. I agree to give any further information which may be required in reference to my past record. I understand that the contents of my character report are confidential.

I hereby authorize and request every educational, or other institution, hospital, or other medical facility, physician, person, firm, company, corporation, governmental agency, police authority, court, association or institution having control of any documents, records and other information requested by the Kansas Board of Law Examiners or the National Conference of Bar Examiners to furnish to them such information or records, including documents, bar association files, medical records and physician's reports, credit history reports, all criminal history records, and any other pertinent data so requested, and to permit them or any of their agents or representatives to inspect and make copies of such documents, records and other information.

I hereby authorize the National Personnel Records Center, St. Louis, Mo., or other custodian of my military record to release to the Kansas Board of Law Examiners any requested information or photo copies from my military personnel and related medical records. This could include photo copy of my DD form 214, Report of Separation. My serial number and branch of the military were:

I hereby release, discharge and exonerate the National Conference of Bar Examiners, their agents and representatives, the Kansas Board of Law Examiners, their agents and representatives, and any party furnishing information from liability arising out of the furnishing or inspection of such documents, records, and other information or the investigation made by the National Conference of Bar Examiners or by the Kansas Board of Law Examiners.

I hereby acknowledge that I am executing three originals of this document and do hereby authorize that they may be copied by the Kansas Board of Law Examiners and that said copies may be used and accepted as originals in the same manner and for the same purpose as if they were the original of this document.

I have read the foregoing document and have answered all questions. The answers are complete and truthful of my own knowledge.

\_\_\_\_\_  
Signature of Applicant (SIGN IN BLUE INK)

STATE OF \_\_\_\_\_ )  
\_\_\_\_\_) )  
COUNTY OF \_\_\_\_\_ )

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public (SIGN IN BLUE INK)

My commission expires \_\_\_\_\_

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AUTHORIZATION AND RELEASE**

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\_\_\_\_\_  
Signature of Applicant (SIGN IN BLUE INK)

STATE OF _____ )	
_____ )	
COUNTY OF _____ )	
_____ )	
Subscribed and sworn to before me this _____ day of _____, _____.	
_____ Notary Public (SIGN IN BLUE INK)	
My commission expires _____	

**KANSAS BOARD OF LAW EXAMINERS  
AUTHORIZATION AND RELEASE**

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\_\_\_\_\_) )  
COUNTY OF \_\_\_\_\_ )

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\_\_\_\_\_  
Notary Public (SIGN IN BLUE INK)

My commission expires \_\_\_\_\_



**KANSAS BOARD OF LAW EXAMINERS  
AUTHORIZATION AND RELEASE**

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I have read the foregoing document and have answered all questions. The answers are complete and truthful of my own knowledge.

\_\_\_\_\_  
Signature of Applicant (SIGN IN BLUE INK)

STATE OF \_\_\_\_\_ )  
\_\_\_\_\_)  
COUNTY OF \_\_\_\_\_ )

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public (SIGN IN BLUE INK)

My commission expires \_\_\_\_\_

Fill this form out completely and tape one photo in the space indicated below. Place your signature on the back of the photo as well as on the single signature line located below the information box on the photo identification sheet. The signature lines on the bottom of the sheet will be completed at the examination. DO NOT COMPLETE THAT PORTION OF THE SHEET.

Exam Date: (Month) \_\_\_\_\_ (Year) \_\_\_\_\_ DOCKET # \_\_\_\_\_  
Assigned by KLBE

<b>PLACE YOUR PHOTO HERE</b>	Please fill out this portion - Must be typed	
	FULL LEGAL NAME	
	STREET ADDRESS	
	CITY	STATE ZIP CODE
	SOCIAL SECURITY NUMBER	DATE OF BIRTH
	DRIVER'S LICENSE NUMBER AND STATE	

**Signature:** \_\_\_\_\_

<b>FOR OFFICE USE ONLY</b>	
<i>Signature:</i> _____	
<i>Signature:</i> _____	
<i>Signature:</i> _____	
<i>Signature:</i> _____	

**CERTIFICATE OF CHARACTER AND FITNESS**

**Affiants must have known the applicant for a period of not less than 4 years.**  
(Relatives, fellow law students and law professors are not acceptable as affiants)

**This form is to be completed by the affiant  
and returned to the applicant after completion.**

IN THE MATTER OF THE APPLICATION OF: \_\_\_\_\_

FOR ADMISSION TO THE BAR OF KANSAS

1. Name of Attesting Party \_\_\_\_\_  
Residence Address \_\_\_\_\_  
Street City State Zip  
Phone No. (\_\_\_\_) \_\_\_\_\_ Occupation \_\_\_\_\_

2. How long have you known the applicant? \_\_\_\_\_

3. What relationships (such as employer, social friend, co-worker, and the like) have you had with the applicant which have aided you in forming any opinion of his/her character?  
\_\_\_\_\_  
\_\_\_\_\_

4. Are you personally acquainted with any of the applicant's other social or business associates?  
\_\_\_\_\_  
If so, state their reputation in the community in which they reside and work. \_\_\_\_\_  
\_\_\_\_\_

5. State the applicant's reputation for:  
(a) reliability \_\_\_\_\_  
(b) integrity \_\_\_\_\_  
(c) industry \_\_\_\_\_  
(d) initiative \_\_\_\_\_  
(e) sense of honor \_\_\_\_\_  
(f) morality \_\_\_\_\_  
(g) truthfulness \_\_\_\_\_  
(h) trustworthiness \_\_\_\_\_

6. To your knowledge has the applicant ever been: Yes No  
(a) Arrested \_\_\_\_\_  
(b) Expelled, suspended or asked to resign from any educational institution \_\_\_\_\_  
(c) Disciplined by any educational institution \_\_\_\_\_  
(d) A party to legal proceedings against him/her \_\_\_\_\_  
(e) Addicted to the use of narcotics or intoxicating liquors within the past five years \_\_\_\_\_  
(f) Denied admission to the Bar of any other state \_\_\_\_\_  
(g) Delinquent in any of his/her financial obligations \_\_\_\_\_

7. Does the applicant, in your opinion, possess the high standard of good moral character and general fitness required for admission to the practice of law? If your answer is negative, explain in detail.

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8. If any of the above information is from sources other than personal knowledge, please state the source:

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9. Are you aware of any significant facts concerning the applicant's background which would reflect favorably or unfavorably on the applicant's character and fitness to practice law?

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10. Do you unqualifiedly recommend the applicant for admission to the practice of law in Kansas? \_\_\_\_\_

11. If you desire, please expand upon any of the foregoing answers or add any comments or information which you believe will aid the Kansas Board of Law Examiners to pass upon the qualifications of applicants for admission to the practice of law in Kansas. For such purpose you may supplement this certificate by a letter in informal narrative form, to be attached hereto.

**I certify the foregoing information furnished above is given with the understanding that it will be utilized for purposes of determining the applicant's general fitness for admission to the Bar of Kansas and is true and correct to the best of my knowledge and belief. Where I have relied upon other sources of information, they are only those which I believe to be accurate and reliable.**

Date \_\_\_\_\_

\_\_\_\_\_  
Signature of Attesting Party (SIGN IN BLUE INK)

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

ss:

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

Subscribed and sworn to before me, a Notary Public in and for the above county and state, this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

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Notary Public (SIGN IN BLUE INK)

My commission expires \_\_\_\_\_

(Seal)

**Note: All blanks of the notary certificate must be completed.**

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Date \_\_\_\_\_

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Signature of Attesting Party (SIGN IN BLUE INK)

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

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**I certify the foregoing information furnished above is given with the understanding that it will be utilized for purposes of determining the applicant's general fitness for admission to the Bar of Kansas and is true and correct to the best of my knowledge and belief. Where I have relied upon other sources of information, they are only those which I believe to be accurate and reliable.**

Date \_\_\_\_\_

\_\_\_\_\_  
Signature of Attesting Party (SIGN IN BLUE INK)

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

ss:

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

Subscribed and sworn to before me, a Notary Public in and for the above county and state, this \_\_\_\_ day of

\_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public (SIGN IN BLUE INK)

My commission expires \_\_\_\_\_

(Seal)

**Note: All blanks of the notary certificate must be completed.**