



**THE STATE BAR OF CALIFORNIA
COMMITTEE OF BAR EXAMINERS/OFFICE OF ADMISSIONS**

180 Howard Street • San Francisco, CA 94105-1639 • (415) 538-2300
845 S. Figueroa Street • Los Angeles, CA 90017-2515 • (213) 765-1500

NOTICE OF INTENT TO STUDY LAW IN A LAW OFFICE OR JUDGE’S CHAMBERS

Prior to submitting this initial report, you must file a registration application online at <http://admissions.calbar.ca.gov> and have your pre-legal transcripts forwarded to the State Bar’s Office of Admissions in Los Angeles, Attn: Eligibility Department. A fee of \$158.00 is required at the time this report is submitted. The report and transcripts must be received within 30 days from the date law office/judge’s chambers study begins.

Date:

Month/Day/Year

File Number

Telephone Number

Name:

Last

First

Middle

Email

Address:

City

State

Zip Code

In order to participate in the Law Office or Judge’s Chambers study program, study in a law office or judge’s chambers must be accomplished during regular business hours for a minimum of 18 hours per week. Additionally, the study must take place in California under the supervision of a judge of a court of record in California or an attorney who, for at least the past five years, has been a continuously active member in good standing with the State Bar of California. The requirements relating to this type of law study are contained in Section 6060(e)(ii and iii) of the California Business and Professions Code and Rule 4.29 of the *Admissions Rules*. **This is a program of study; merely working for an attorney or judge will not qualify for credit in this program.**

The supervising judge or attorney must examine the student at least once each month on the study completed the previous month. The examinations must be written and graded; the questions and answers must accompany the semi-annual report, which must be submitted within 90 days after completion of each six months of study. If the supervising judge or attorney is changed, the attorney/judge being replaced must file a final report even though six months may not have elapsed. **For the “new” judge or attorney, an initial report must be filed immediately to cover the intervening period and future semi-annual reports.**

Credit for one year of law study requires study in a law office or judge’s chamber for at least 18 hours per week for a minimum of 48 consecutive weeks per year. Credit for one-half year of law study requires study in a law office or judge’s chambers for at least 18 hours per week for a minimum of 24 consecutive weeks per year. After completing one year of law study in strict compliance with the *Admissions Rules*, the student should take the First-Year Law Students’ Examination administered by the Committee of Bar Examiners in June and October of each year. Students who pass the examination within three consecutive administrations of first becoming eligible to take it will receive credit for law study up to the time the examination is passed. Students who pass it thereafter will only receive credit for one year of law study. The student must complete four years of law study in strict compliance with the *Admissions Rules* to establish eligibility to take the California Bar Examination.

-----Please cut along dotted line-----

8 A

LAW OFFICE STUDY PAYMENT COUPON
Office of Admissions/The State Bar of California

Last Name

First Name

Initial

File Number

Payment Required: \$158.00 Amount Paid: \$

This payment coupon must be submitted with the Notice of Intent to Study Law in a Law Office or Judge’s Chambers. Please fill in your name, file number and the amount paid. **Acceptable forms of payments: Money order, cashier check, or credit card (Authorization Form Attached).**

1. TO BE COMPLETED BY THE SUPERVISING ATTORNEY/JUDGE
(Complete question a or b, whichever applies)

a. I, _____, am an attorney who is an active member in good standing of the State Bar of California engaged in the practice of law. I have been continuously engaged in such practice for at least the past five years. My practice began: _____
Month/Day/Year

b. I, _____, am a judge who has been in the practice of law since: _____ at _____
Month/Day/Year Name of Court

2. The law student whose name appears in the heading of this report will diligently and in good faith study law during regular business hours under my personal supervision. The study will be conducted in my office (or chambers) at:

Address: _____
Street Number and Name State Zip Code

Beginning: _____
Month/Day/Year

3. I will devote approximately _____ hours per week to the personal supervision of the student's law study. (Personal supervision refers to time actually spent in the presence of the student that is utilized primarily for the exposition and discussion of the law, the recitation of cases by the student, and the critical analysis of written submitted by the student.)

4. In addition to the study of law, this student will be examined by me at least once each month on the study completed the previous month. Each examination will be written and the questions and answers will be submitted pursuant to Rule 4.25, Sections A and B of the *Rules*.

5. Other student supervised by me is (an attorney or judge may not personally supervise more than two students):

Name: _____ File Number: _____

6. This report is made with the knowledge that the Committee of Bar Examiners of the State Bar of California will rely upon it to determine whether the student has fulfilled the statutory prerequisites for admission to practice law in this state.

I declare under penalty of perjury under the law of the State of California that I have carefully read the above information and have answered all questions truthfully, and completely.

Date: _____ Signature: _____
Month/Day/Year Attorney or Judge

Print Name: _____ State Bar Number: _____

Address: _____
Street Number and Name State Zip Code

Note: If there is anything bearing upon the moral character of this student that should be considered at the time his/her eligibility for admission to practice law is being determined, please furnish such information on a separate document and attach it to this form.



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Office of Admissions Fees Only – Credit Card Authorization Form

Date:

I authorize the State Bar of California to charge my credit card for \$

Please check which fee(s) you are paying:

- | | |
|---|--|
| <input type="checkbox"/> Registration as a Law Student | <input type="checkbox"/> Laptop |
| <input type="checkbox"/> Registration as an Attorney Applicant | <input type="checkbox"/> Laptop Late Fee |
| <input type="checkbox"/> California Bar Examination | <input type="checkbox"/> Moral Character Determination |
| <input type="checkbox"/> California Bar Examination Late Fee | <input type="checkbox"/> Moral Character Determination Extension |
| <input type="checkbox"/> First-Year Law Students' Examination | <input type="checkbox"/> Other: Please specify: |
| <input type="checkbox"/> First-Year Law Students' Exam Late Fee | |

(This form may not be used to pay dues or other attorney fees; it only may be used to pay fees related to Admissions. Please print legibly.)

Name of Applicant if Different than Card Holder (print legibly):

File Number of Applicant (if previously registered with the State Bar of California's Office of Admissions as a law student or attorney applicant):

Address: _____

City, State, Zip:

Telephone Number:

Email Address: _____

Credit Card Number: _____

Credit Card Security Code:

Expiration Date:

Month/Year

Check Credit Card Type: Master

Visa

Name on Card (print legibly):

Signature of Card Holder: _____