

**INSTRUCTIONS ON HOW TO APPLY  
FOR TESTING ACCOMMODATIONS  
ON THE CALIFORNIA BAR EXAMINATION  
AND FIRST-YEAR LAW STUDENTS' EXAMINATION**

Applicants intending to apply for testing accommodations to take the California Bar Examination or the First-Year Law Students' Examination should read the "Instructions for Filing Petitions for Testing Accommodations" before beginning the process. Applicants are strongly encouraged to file their applications for testing accommodations at least four months prior to administration of the examination they wish to take, and earlier filing is encouraged. Applicants can file anytime after registering as a law student or attorney. Initial processing of the testing accommodations applications can take a minimum of thirty days and in some cases processing can take up to four months to complete. Those applicants who wait to file their applications until near the final filing deadline may not have the opportunity to exhaust all their administrative remedies, such as providing additional information to support their requests or appealing a denial of the request, before the examination is administered.

Applicants seeking accommodations must file Form A, and depending on the nature of the disability, verification forms from their specialist(s) must also be filed. Verification forms consist of the following: Form B – physical disability verification; Form C – learning disability verification; Form D – AD/HD verification; Form E – mental disability verification. The forms must be completed by the applicants' specialists or their authorized representatives; applicants should not complete the forms. Applicants' specialists must be qualified in the areas in which they are providing diagnoses and recommendations. More specific requirements regarding professionals who are considered appropriate specialists for making diagnoses and recommendations are contained in the various verification forms. It is important that both the applicant and the doctor provide specific rationale relative to the requested and recommended accommodations – keeping in mind that functional impact or limitation resulting from the disability that affects the an applicant's ability to take the examination under standard conditions must be demonstrated. The fact that a certain accommodation may have been provided in the past is considered, but it is not determinative relative to what may be granted for taking an examination administered by the Committee of Bar Examiners.

In addition to the above forms, applicants must file verification forms from their law schools if accommodations were received and from other jurisdictions if they took other states' bar examinations with accommodations.

The completed forms should be forwarded to the San Francisco Office of Admissions, The State Bar of California, 180 Howard Street, San Francisco, CA 94105-1639 addressed to the Testing Accommodations Department. An application for testing accommodations will not be considered filed nor will processing be initiated until all necessary forms are completed and received.