

You must complete and pay for the NCBE HAWAII Character and Fitness Application before you begin to fill out or complete the Hawaii Bar Application. Go to the NCBE website at: www.ncbex.org. Read and follow the instructions provided in the website. Submit a copy of the NCBE HAWAII Character and Fitness Application with your Hawaii Bar Application.

NOTE: You will not be allowed to sit for the Hawaii bar examination if you do not complete and pay for the NCBE HAWAII Character and Fitness Application.

I have attached a copy of my NCBE HAWAII Character and Fitness Application with my Hawaii Bar Application

YES NO

Signature of Bar Applicant

**IN THE SUPREME COURT
OF
THE STATE OF HAWAII**

In the Matter of the Application

of

(Full legal name)

for

Admission to the Bar of the State of Hawaii

I. APPLICANT'S STATEMENT

I, _____, _____, apply for admission to the Bar of
(Full legal name) (Suffix)
the State of Hawaii pursuant to the following Rule of the Supreme Court of Hawaii:

- Rule 1.3: Regular Admission
- Rule 1.7: Limited Admission of Military Attorneys
- Rule 1.8: Pro Tem Admission for University of Hawaii Law Professors
- Rule 1.16: Limited Admission for foreign attorneys employed by qualifying non-profit legal services provider
- Rule 14: Foreign Legal Consultant

I have read the paragraph immediately above.

I want to take the examination to be given in: February July

I have read the paragraph immediately above.

In support of this application, I submit the following information under oath in accordance with Rule 1 of the Rules of the Supreme Court of the State of Hawaii. I understand I am required to make full and complete disclosure of all information requested, to provide required documents as instructed, and that my application may be rejected, denied, or held in abeyance if I do not provide full and complete responses to each request for information. I further understand that I have a continuing duty to update all information in writing through, to, and including the date of my admission to the Bar of the State of Hawaii.

I have read the paragraph immediately above.

Exam Format

- I will write my essay answers
- I will use my laptop and will submit form E-LT

Do you request for a non standard testing format?

Yes No

II. PERSONAL INFORMATION

A. Identification Data

1. Full Legal Name (First, Middle, Last):

2. Social Security Number: _____

3. Male Female

4. Date of Birth: _____

5. Have you ever used or have you ever been known by any other name or surname?

Yes No

Document Required: If you answered yes to question 5, for each name legally changed, submit a copy of the order, certificate, or other documentation of the name change when you file the application.

B. Contact Information

6. Telephone numbers where you can be reached

Applicant's residence telephone number: ()

Applicant's business telephone number: ()

Applicant's personal cell phone number: ()

7. Email address:

8. Applicants current residential mailing address:

9. Emergency Contact:

Name:

Residence telephone number: ()

Business telephone number: ()

C. Law School

10. Name of the law school from which you received your J.D./LLB

11. Was your law school accredited by the American Bar Association when your J.D. or LL.B., was awarded?

YES NO

12. If you are a graduate of a law school that was not accredited by the American Bar Association when you were awarded a J.D. or LL.B., have you been licensed and actively practicing law during five (5) of the six (6) years immediately preceding the date of this application?

YES NO NOT APPLICABLE

Documents Required:

1. Proof of Law School Graduation. If you are a law school graduate, submit proof of graduation with this application. Proof is your law degree, a certificate or letter of graduation, or a certified law school transcript. Please submit a copy of the document as an Exhibit to your application. Retain the original document to present if asked.

If you anticipate graduating from law school within the next six months, submit a copy of your proof of graduation by **February 1**, for the February examination or **July 1**, for the July examination

2. Dean's Certificate. A Dean's Certificate is required for each law school you attended. A blank certificate Form 2, is available on the Hawaii Bar Application website. Complete and print Form 2 and send the completed form to the Dean of the law school. The Dean's certificate must be returned directly to the Hawaii Board of Examiners by the law school no later than **February 1** to be considered for the February exam and no later than **July 1** to be considered for the July exam.

Prepare Form 2 for the law school by filling in your name, the name of the law school, the school's mailing address, the school's phone number, and the date the certificate is due. With the completed Form 2 enclose a completed and notarized Authorization and Release, Form 3.

3. Authorization and Release. Complete and print the Authorization and Release Forms 3 and send to the Dean with the completed Form 2. Each Form 3 must be notarized.

D. Bar Application

13. Are you licensed to practice law in any jurisdiction?

YES NO

Document Required: If you answered yes to question 13, submit a Certificate or Letter of Good Standing from the bar licensing authority for each jurisdiction you are licensed. The certificate must be dated no earlier than 90 days before the filing of this application.

14. This is my first application to sit for the Hawaii bar examination.

YES NO

Enter the number of times you sat for the Hawaii exam: _____

E. Attorney Discipline

15. Have you been the subject of any grievance, charge, or complaint (formal or informal) about your conduct as an attorney, or have you been investigated concerning your conduct as an attorney? Include grievances, charges, or complaints that are pending, that have been dismissed, that did not result in discipline, or that resulted in discipline.

YES NO

Document Required: If you answered yes to question 15, submit a certified copy of the order or agency letter that states the result of the disciplinary process, including the terms and conditions of the discipline imposed, if any. If you were reinstated, submit a copy of the order or letter that reinstated your license to practice law.

F. Traffic Violations

16. Other than parking violations, have you been charged with traffic violations in the past ten (10) years?

YES NO

Document(s) Required: If you answered yes to question 16, submit with your application a traffic abstract, driving record, or a department of motor vehicle (DMV) record from each location where you resided in the past ten (10) years. The document must be dated no earlier than 90 days before the date you file your application.

If a violation disclosed in question 16 resulted in an order for payment of a fine, costs, or restitution or imposed conditions on your driving, submit a copy of the satisfaction of the judgment or verification of your compliance.

G. Financial Responsibility

17. Within the past ten (10) years, have you had a credit card or charge account revoked, defaulted on any loan or filed for bankruptcy?

YES NO

Document Required

If you answered yes to question 17, submit a credit report. The credit report must be dated no earlier than 90 days before the filing of your application.

III. NON-STANDARD TESTING ACCOMMODATIONS

18. Do you need non-standard testing accommodations to take the examination due to a documented disability?
[] YES [] NO

Document Required If you answered yes

- (1) Complete Form 6
- (2) Type your full legal name on Forms 7, 8, and 9
- (3) Print Forms 7, 8, and 9
- (4) Send Forms 7, 8, and 9 to the appropriate entities
- (5) Upon receipt of the completed Forms 7, 8, and 9 from the appropriate entities, e-file copies of your completed Form 6 with completed Forms 7, 8, and 9 attached

IV. APPLICANT'S ACKNOWLEDGMENT

I declare, under penalty of law, that:

1. I have read the foregoing application and the appended forms and documents.
2. I have answered all questions candidly.
3. The information I have provided is true, complete, and correct to the best of my knowledge.
4. I understand this application is of a continuing nature and must correctly and fully provide the information sought as of the date of my appearance to be sworn in as an attorney.
5. I will notify the Board of Examiners of the Supreme Court of the State of Hawaii, in writing, of any change in the information provided herein and of any information or subsequent incidents that may have a bearing upon any information herein sought.
6. I understand I will be required to present a government-issued photo identification before I will be allowed to sit for the bar examination or be admitted to the Bar.

Signature of Applicant

REQUIRED DOCUMENTATION

Document Name	Form	Required For
NCBE HAWAII Character and Fitness Application	N/A	Required for all admissions
Hawaii Bar Examination Laptop Testing Acknowledgments/Agreement	E-LT	Required if you selected laptop as your Exam Format
Name change order/certificate	N/A	Required only for legal name changes. A name change was indicated in question 5
Proof of law school graduation	N/A	Required to confirm law school graduation in question 10
Certificate or Letter of Good Standing	N/A	Required for each jurisdiction you are licensed in question 13
Order for attorney discipline	N/A	Required for each incident in question 15
Traffic Abstract or Driving record	N/A	Required if you answered YES to question 16
Traffic fines paid	N/A	Required if violation disclosed in question 16 resulted in an order of payment of a fine, costs, or restitution
Credit report	N/A	Required if you answered YES to question 17
Request for Non-Standard Testing Accommodations	Form 6	Required if you answered YES to question 18
Certificate of Medical, Psychological, or Educational Authority	Form 7	Required if you answered YES to question 18
Certificate of Non-Standard Accommodation from Educational Institution or Employer	Form 8	Required if you were given non-standard accommodations from each educational institution or employer
Certificate from Testing Organization	Form 9	Required if you were given non-standard accommodations from each testing organization