

MAINE BOARD OF BAR EXAMINERS
P. O. BOX 140
AUGUSTA ME 04332-0140

INSTRUCTIONS TO APPLICANTS
ADMITTED IN ANOTHER JURISDICTION FOR ONE YEAR OR MORE

Before completing this application, read Maine Bar Rule 3 (the Code of Professional Responsibility), the Code of Judicial Conduct and the Maine Bar Admission Rules.

By completing and submitting this application to the Maine Board of Bar Examiners (“the Board”), you understand that the Board shall make disclosures of certain information as required by the Maine Bar Admission Rules including publication of a list of all persons who submit an application for each examination and a list of all persons who pass each examination. In addition, to assist law schools in obtaining or maintaining ABA or state accreditation, the Board may also make reasonable disclosures to an applicant’s law school including but not limited to information about whether an applicant sat for the examination and whether the applicant passed or failed.

This application has four parts: the Maine Supplemental Application, the Maine Forms, the National Conference of Bar Examiners (NCBE) Application, and the NCBE Forms. Each question must be fully answered except Questions 25, 26 and 27 on the NCBE Application. If the space provided for the answers on any form is insufficient, use and attach additional pages as necessary and identify and initial the same.

Complete a blank form only as required by your answer to the question that relates to that form. Unused blank forms do not need to be returned. You may be required to make copies of some of the blank forms. Therefore, do not mark on a form until you have made the requisite number of copies. If you cannot make copies of the forms, they can be downloaded from the Board’s website at www.mainebarexaminers.org or they can be obtained from the Board by written request.

Fill out and sign both applications and cause your oath to be taken as required. One original and one copy of the NCBE Application and Forms and one original of the Maine Supplemental Application and Forms must be submitted to the Maine Board of Bar Examiners before *May 20th* if you are applying for the July examination, and before *December 21st* if you are applying for the February examination. If you do not submit both an original and a copy of your NCBE Application and Forms, the Maine Board of Bar Examiners will assess a fee of \$25.00 payable immediately.

Include the designated fee of \$800.00, which must be made by personal check, cashier's check, certified check or money order payable to the Board of Bar Examiners [see Maine Bar Admission Rule 5(a)]. This amount includes the application fee of \$500.00 and the cost of obtaining an NCBE character report of \$300.00 (see M.B.A.R. 6). Fee information on the NCBE Application should be disregarded. The Maine Board will request the character report and pay the requisite fee.

Applications received by the Board within seven calendar days following the applicable application deadline will be accepted only upon payment of a late fee of \$150.00. Applications received by the Board between the eighth and fourteenth calendar days following the applicable application deadline will be accepted only upon payment of a late fee of \$300.00. The Board will not accept for filing any application that is received in its offices more than fourteen calendar days after the applicable application deadline.

Fill out and sign three NCBE Authorization and Release Forms and three Maine Authorization and Release Form and cause your oath to be taken as required on each. Return three original NCBE Authorization and Release Forms and three original Maine Authorization and Release Forms with your application.

Cause a copy of an Undergraduate/Graduate/Law School Certificate to be completed by **each** undergraduate and graduate school from which you received a degree and/or graduated or attended for at least two years and to **each** law school you attended. Provide to the Registrar or Dean of each school a copy of an executed authorization and release, a blank Certificate and a request that the school complete the Certificate and forward it directly from the school to the Maine Board of Bar Examiners. You may photocopy the school certificates and authorization and release forms if sufficient copies are not enclosed.

The Board must receive all education certificates required by Maine Bar Admission Rule 10(c) at least one week prior to the examination date or you will not be allowed to sit for the examination.

If you have been admitted to practice in another jurisdiction, pursuant to Maine Bar Admission Rule 5(b), you must request that each such jurisdiction file a Certificate of Good Standing with the Board. The Certificates of Good Standing may be filed after the application deadline, but must be on file with the Board before a certificate of qualification for admission to the Maine bar can be issued. Please note that in the event you are not in good standing in any jurisdiction due to non-payment of dues, failure to comply with CLE requirements, or similar infractions, the Board requires that you provide evidence that you have either (1) taken whatever steps are necessary to bring your status current; or (2) formally withdrawn from the bar in question.

If you are applying for admission pursuant to Maine Bar Admission Rule 10(c)(5), you must make arrangements with the attorney with whom you studied to furnish the Board a supplementary letter certifying the dates of such study and your successful completion of the pre-approved course of study.

Your attention is called to **4 M.R.S.A. § 805-A(3)** which requires you to be admitted by the Court within one (1) year after you receive notice that you have successfully passed the bar examination. If you are not admitted within one (1) year (or if the Court does not extend the one-year period), you will be required to retake the bar examination if you wish to be admitted in Maine.

Your application will be processed only after you provide all the necessary information. To avoid delays, be sure to:

- Print your answers legibly using blue or black ink.
- Each question must be fully answered.
- Complete all the forms required.
- Sign all the forms requiring your signature.
- Provide the correct number, street name, city, state and zip code for each address.
- Include three originals of the properly executed NCBE Authorization and Release Form and three originals of the properly executive Maine Authorization and Release Form.
- Enclose a separate sheet of paper identified with the question number if you need more space.
- Include one original and one copy of the completed NCBE Application and Forms and one original of the completed Maine Supplemental Application and Forms.

In addition:

1. Addresses are essential for a thorough and timely investigation. Where addresses are requested, you must provide complete and accurate numbers, street names, cities, states, and zip codes.
2. Use the two-letter code to indicate state names.
3. Indicate dates by noting the number of the month/day/year. For example: October 5, 1996 should be written 10/5/96.
4. If you are not sure of the dates, places, or other information requested, it is your responsibility to consult with the court, agency, or other entity involved to obtain accurate and complete information.
5. Avoid the use of abbreviations, particularly those that are not self-explanatory, or provide proper explanation where they are used.

6. Whenever the names of clients, references, employers, associates, and/or partners are used, identify them as such.
7. Where indicated, check the box in front of the word “yes” or “no” to designate your answer.
8. Keep a copy of your completed application for your personal records.

Applications should be submitted to the Board at the following addresses:

By U.S. Mail (including Express Mail
and Overnight Mail):

Board of Bar Examiners
P. O. Box 140
Augusta, ME 04332-0140

By Overnight Carrier **ONLY**
(Federal Express, UPS, etc.):

Board of Bar Examiners
40 Water Street, 2nd Floor
Hallowell, ME 04347

Inquiries should be directed to the Executive Director at (207) 623-2464 or by e-mail at execdir@mainebarexaminers.org.

Testing Information

1. I am applying for the following exam: February 200__ July 200__

2. I assert I am eligible under the Maine Bar Admission Rules (MBAR) to take:

(Check one – A, B or C)

A. **Day One only** of the exam because (check one):

 (1) I have been admitted by examination to practice in one or more jurisdictions in the United States and have been in the active practice of law in a jurisdiction in which I am licensed for three of the past five years. [MBAR 10(e)(1)(i)].

OR

 (2) I have taken the MBE within the last 61 months. [MBAR 10(e) (1)(ii)].

B. **Questions 1 & 2 Only** because (check all that apply):

 I qualify to take Day One of the exam under

Part a(1) above

OR

Part a(2) above

AND

I have achieved an MBE score of 155 or better on a bar exam administered in another jurisdiction which I passed. [MBAR 10(e)(2)].

Date/Jurisdiction

C. **Both Days**

3. In addition to the portion of the exam for which I am qualified, I request to take the following:

Day 1

Both Days

4. I am a graduate of a foreign law school.

Yes

No

If yes, you must have received or applied for certification from the Maine Board of Bar Examiners that your education meets with the requirements of Maine Bar Admission Rule 10(c)(4) and its accompanying regulation before you will be eligible to sit for the Maine Bar Examination.

5. The Board offers applicants the opportunity to take the Maine bar examination by laptop computer. Participating applicants are required to provide their own laptops and download the required software, as well as perform laptop pretest of the software, prior to the date of the exam. Participating applicants will be responsible for payment of fees associated with downloading the software, as well as any administrative fees charged by the Board in connection with administering computerized testing. Additional instructions for participating in laptop testing, including instructions and deadlines related to downloading the software, will be posted to the Board's website sometime around July 1st.

Do you anticipate participating in laptop testing for the February 2010 Maine bar examination?

Yes No

If your answer to Question No. 5 was "Yes", please complete the following:

Have you used computerized testing during law school? Yes No

If so, what testing software have you previously used? _____

6. I request or will be requesting accommodations for a disability or condition that affects my ability to take the exam by submitting the required application before the application deadline. Yes No

NOTE: All applicants requesting testing accommodations must submit a completed Testing Accommodations Application and supporting documentation prior to the application deadline, regardless of whether accommodations have been previously requested and/or granted.

7. I intend to use a Multistate Bar Examination score from another jurisdiction? Yes No
If so, when and where did you or do you intend to take it? _____
Year/Jurisdiction

8. Have you taken the Multistate Professional Responsibility Examination? Yes No
If so, please state date and jurisdiction: _____
Date/Jurisdiction

All applicants must arrange for transfer of your MPRE score directly to the Maine Board of Bar Examiners. MPRE scores must be received directly from the National Conference of Bar Examiners. Students' Reports of Scores cannot be accepted. Orders for score processing can be handled through the NCBE website at www.ncbex.org.

_____, _____, _____
Applicant's Last Name First Name Middle Name

MAINE BOARD OF BAR EXAMINERS

P. O. BOX 140
AUGUSTA ME 04332-0140

SUPPLEMENTAL QUESTIONS TO NCBE APPLICATION

1-5. No Supplemental Questions.

6. A. Have you ever applied to and/or been registered in any other jurisdiction under an in-house counsel or other reciprocity rule? Yes No

If Yes, state:

Jurisdiction: _____

Date of Application: _____

Employer/Position: _____

7-9. No Supplemental Questions.

10. C. If yes, has your admission been subject to any conditions and/or have you been admitted under a conditional admission agreement in any other jurisdiction? Yes No

If yes, please provide complete details of any such admission and attach a copy of the conditions or conditional admission agreement for any such admission.

11-12. No Supplemental Questions.

13. A. Have you registered under the Selective Service Act? Yes No
(See below)**

All males, except those born between 3/28/57 and 12/31/59, are required to register under the Selective Service Act at the time they attain the age of eighteen years.

** *If Yes, please list: Number:* _____

Residence address at time of registration: _____

** *If No, state reason:* Female Date of Birth Exemption _____

DOB

Other - Please Explain: _____

STATE OF MAINE BOARD OF BAR EXAMINERS

13. B. No Supplemental Question.

14. No Supplemental Question.

15. A. No Supplemental Question.

15. B. **Has an employer of yours ever been convicted of a violation of a state or federal law, rule or regulation, in whole or in part because of your conduct?**

Yes No

If Yes, provide the following information and about each occurrence:

Employer or Firm: _____
Date of Employment: *From Mo/Yr:* _____ *Mo/Yr:* _____
Explanation of Circumstances: _____

16. A. No Supplemental Question.

16. B. No Supplemental Question.

16. C. **Are there any businesses, including but not limited to corporations, partnerships, professional associations or individual partnerships, which you now or previously operate(d) or control(led) or in which you have or had an ownership interest? (Ownership of 10% or less in any business in which the stock is publicly traded need not be disclosed).**

Yes No

If yes, list for each:

<i>Name and Address of Entity</i>	<i>Nature of Business</i>	<i>State of Incorporation</i>
_____	_____	_____
_____	_____	_____

17. A. No Supplemental Question.

17. B. No Supplemental Question.

17. C. **Have you ever been disciplined in any profession or other setting (excluding employment, educational or military) for any violation of the rules applicable to your behavior?**

Yes No

STATE OF MAINE BOARD OF BAR EXAMINERS

17. D. **Have you ever been asked to resign or given the opportunity to resign in lieu of disciplinary action or termination from any organization for any reason?**

Yes No

If you answer Yes to any of the above, please provide the following information:

Name of Regulatory Agency: _____
Address: _____
City: _____ State: _____ Zip: _____
Agency Action: _____
Explanation: _____

18. A. **No Supplemental Question.**

18. B. **Have you or any business in which you had an interest ever been refused a fidelity or other bond?**

Yes No

If Yes, complete FORM 2.

- 19-20. **No Supplemental Questions.**

21. A. **No Supplemental Question.**

21. B. **No Supplemental Question.**

21. C. **Have you applied for or been issued a driver's license or operator's permit in any state or jurisdiction other than those included in your list of residences as part of the NCBE application.**

Yes No

If Yes, list each jurisdiction and the approximate date the license or permit was initially issued.

Jurisdiction

Date License/Permit Issued

STATE OF MAINE BOARD OF BAR EXAMINERS

21. D. Has your driver's license in any state ever been suspended or revoked?

Yes No

If Yes, complete FORM 5S and state the complete facts and circumstances surrounding the suspension or revocation including, but not necessarily limited to: name and address of suspending or revoking authority; date of each suspension or revocation; if suspended, the length of the suspension; the reason for the suspension or revocation; whether the license was reinstated; and any other facts which may be pertinent.

22-23. No Supplemental Questions.

24. A-D. No Supplemental Questions.

24. E. Have you filed state and federal income tax returns for each of the last five years?

Yes No

If No to E, complete Form 6.

NOTE: THE FOLLOWING INSTRUCTIONS AND QUESTIONS 25 THROUGH 27 REPLACE THE SIMILAR PORTIONS OF THE NCBE APPLICATION. PLEASE COMPLETE THE FOLLOWING INSTEAD OF QUESTIONS 25 THROUGH 27 OF THE NCBE APPLICATION.

PREAMBLE TO QUESTIONS 25, 26, AND 27

Through this application, the Maine Board of Bar Examiners makes inquiry about recent mental health and addiction matters. This information, along with all other information, is treated confidentially by the Board. The purpose of such inquiries is to determine the current fitness of an 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 in most jurisdictions, and boards of bar examiners routinely certify for admission individuals who have demonstrated personal responsibility and maturity in dealing with mental health and addiction issues. The Maine Board of Bar Examiners encourages applicants who may benefit from treatment to seek it.

Boards do, on occasion, deny certification to applicants whose ability to function is impaired in a manner relevant to the practice of law at the time that 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 in most jurisdictions.

The Maine Board of Bar Examiners does not ordinarily seek medical records, although it may do so.

The Board 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 does not view these types of counseling as germane to the issue of whether an applicant is qualified to practice law.

STATE OF MAINE BOARD OF BAR EXAMINERS

25. A. **Do you currently use any drug, narcotic or substance which use is illegal under state or federal law?**

Yes No

If Yes, please explain.

25. B. **Have you ever claimed to be or been declared legally incompetent?**

Yes No

If Yes, please explain.

If your answer to either Question 25 (A) or (B) is Yes, complete FORMS 7 and 8.

26. A. **Within the last three (3) years have you had 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 currently affects, or if untreated could affect, your ability to practice law in a competent and professional manner?**

Yes No

If your answer to Question 26 (A) is Yes, complete FORMS 7 and 8.

26. B. **If your answer to Question 26(A) is Yes, are the limitations or impairments caused by your mental health condition or substance abuse problem reduced or ameliorated because you receive ongoing treatment (with or without medication) or because you participate in a monitoring program?**

Yes No

27. A. **Within the past five years, have you ever raised the issue of consumption of drugs or alcohol or the issue of a mental, emotional, nervous, or behavioral disorder or condition as a defense, in mitigation of, or as an explanation for your actions in the course of any administrative or judicial proceeding or investigation; any inquiry or other proceeding; or any proposed termination by an educational institution, employer, government agency, professional organization, or licensing authority?**

Yes No

If you answered Yes, attach a thorough explanation including the name of the entity before which the issue was raised (i.e., court, agency, etc.), address, telephone, nature of proceeding, and complete description of the matter and circumstances surrounding your claim.

STATE OF MAINE BOARD OF BAR EXAMINERS

27. B. **Are there any other facts not disclosed hereto concerning your background, history, experience or activities which may have a negative bearing on your character, moral fitness, or eligibility to practice law in Maine?**

Yes No

If Yes, please attach a statement giving a full explanation.

28. **No Supplemental Question.**

STATE OF MAINE BOARD OF BAR EXAMINERS
AUTHORIZATION AND RELEASE

I, (Name) _____, born (Date of Birth) _____,
at (City) _____, (State) _____, (Country) _____,

having filed an application for admission to the bar of Maine, hereby consent to have an investigation made as to my moral character, credit record, college and law school records, criminal records, medical records, 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 admitting authority. I agree to give any further information that may be required concerning my past record. I understand that the contents of my character report are confidential.

I also authorize and request every person, firm, company, corporation, governmental agency, law enforcement agency, court, association or institution having control of any documents, records or other information pertaining to me, to furnish to the Maine Board of Bar Examiners any such information, including documents, records, bar association or State bar governing agency files regarding charges or complaints filed against me, including any complaints erased by law, whether formal or informal, pending or closed, or any other pertinent data; and to permit the Maine Board of Bar Examiners or any of its agents or representatives to inspect and make copies of such documents, records or other information, excepting any information with respect to a juvenile offense.

I also authorize the Maine Board of Bar Examiners to obtain any information from my official record on file with the United States Selective Service System. I further authorize the National Personnel Records Center, in St. Louis, MO or other custodian of my military record to release and furnish to the Maine Board of Bar Examiners information or photocopies of my military personnel and related medical records, including but not limited to a copy of my DD Form 214, Report of Separation, and I do hereby consent to the release of such information.

I hereby release, discharge and exonerate the Maine Board of Bar Examiners, its agents and representatives, including but not limited to expert witnesses or evaluators consulted or used by the Board or its staff, and any person so furnishing information from any and all liability of every nature and kind arising out of the furnishing or inspection of such documents, records, and other information as authorized herein or the investigation made by the Maine Board of Bar Examiners to which I hereby consent.

STATE OF _____
COUNTY OF _____

Signature of Applicant (sign in black ink)

Subscribed and sworn to or affirmed before me this _____ day of _____, 20____.

Notary Public (Sign in black ink)

My commission expires _____

Seal or stamp must be affixed to each original.

STATE OF MAINE BOARD OF BAR EXAMINERS
AUTHORIZATION AND RELEASE

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at (City) _____, (State) _____, (Country) _____,

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STATE OF _____
COUNTY OF _____

Signature of Applicant (sign in black ink)

Subscribed and sworn to or affirmed before me this _____ day of _____, 20____.

Notary Public (Sign in black ink)

My commission expires _____

Seal or stamp must be affixed to each original.

STATE OF MAINE BOARD OF BAR EXAMINERS
AUTHORIZATION AND RELEASE

I, (Name) _____, born (Date of Birth) _____,
at (City) _____, (State) _____, (Country) _____,

having filed an application for admission to the bar of Maine, hereby consent to have an investigation made as to my moral character, credit record, college and law school records, criminal records, medical records, 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 admitting authority. I agree to give any further information that may be required concerning my past record. I understand that the contents of my character report are confidential.

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I also authorize the Maine Board of Bar Examiners to obtain any information from my official record on file with the United States Selective Service System. I further authorize the National Personnel Records Center, in St. Louis, MO or other custodian of my military record to release and furnish to the Maine Board of Bar Examiners information or photocopies of my military personnel and related medical records, including but not limited to a copy of my DD Form 214, Report of Separation, and I do hereby consent to the release of such information.

I hereby release, discharge and exonerate the Maine Board of Bar Examiners, its agents and representatives, including but not limited to expert witnesses or evaluators consulted or used by the Board or its staff, and any person so furnishing information from any and all liability of every nature and kind arising out of the furnishing or inspection of such documents, records, and other information as authorized herein or the investigation made by the Maine Board of Bar Examiners to which I hereby consent.

STATE OF _____
COUNTY OF _____

Signature of Applicant (sign in black ink)

Subscribed and sworn to or affirmed before me this _____ day of _____, 20____.

Notary Public (Sign in black ink)

My commission expires _____

Seal or stamp must be affixed to each original.

STATE OF MAINE BOARD OF BAR EXAMINERS
SIGNATURES AND AUTHORIZATIONS

29. Insert three original notarized copies of the Maine Authorization and Release Form.

CONTINUING APPLICATION AND AUTHORIZATION FOR RELEASE OF INFORMATION

I understand this application for admission to the practice of law in the State of Maine is a continuing application and must show correctly and fully the information herein sought as of the date of my taking the oath of an attorney at law. I will, therefore, before such time and not later than thirty (30) days (whichever is earlier) after the happening of any events which change any response to the requests for information sought herein, notify the Board by filing an amendment to this application as to any such change.

I further understand that the Board may release sample essay answers to applicants pursuant to Maine Bar Admission Rule 10(i). I hereby authorize the Board of Bar Examiners to utilize any of my essay answers, without identifying me by name, for this purpose without requiring any advance notice of same.

Signature of Applicant (Sign in Black Ink)

VERIFICATION

STATE OF _____
COUNTY OF _____

_____, being first duly sworn, says:

I hereby certify that I have read Maine Bar Rule 3 (the Code of Professional Responsibility), the Code of Judicial Conduct and the Maine Bar Admission Rules and intend to devote the necessary time toward acquainting myself, prior to the Bar Examination, with these standards, ideals and rules.

I have read the foregoing questions, and have answered the same fully and frankly. The answers are complete and true to my own knowledge. I have personally handwritten or typed the answers or they have been prepared under my supervision.

Signature of Applicant (Sign in Black Ink)

Subscribed and sworn to or affirmed before me this _____ day of _____, 20_____.

Notary Public (Sign in black ink)

My commission expires _____

Seal or stamp must be affixed to each original.

STATE OF MAINE BOARD OF EXAMINERS
CONSENT TO DISCLOSURE OF SOCIAL SECURITY NUMBER

Pursuant to 5 U.S.C. § 552a (the Federal Privacy Act of 1974) and 42 U.S.C. § 405(c)(2)(C)(i), disclosure of your Social Security number for State tax administration purposes is mandatory. Section 175 of Title 36 of the Maine Revised Statutes requires the Maine Board of Bar Examiners to report the Social Security number of each applicant seeking admission to the Maine bar to the Maine State Tax Assessor in order that the Tax Assessor may make a determination of failure to fulfill tax return or payment obligations. An unfulfilled tax obligation may result in denial of admission to the Maine bar. The Maine Board of Bar Examiners will treat your Social Security number as confidential tax information pursuant to Section 191 of Title 36 of the Maine Revised Statutes.

Disclosure of your Social Security number is voluntary for the purposes of expediting completion of the character review required by Rule 9 of the Maine Bar Admission Rules. Your written authorization of the disclosure of your Social Security number for character review purposes helps the Maine Board of Bar Examiners and its employees and agents, including the National Conference of Bar Examiners, avoid errors of identity that may cause problems and delay in Maine bar certification and licensing. If you authorize disclosure of your Social Security number for character review purposes, no other disclosure will be made of your Social Security number except for State tax administration purposes as required by statute.

AUTHORIZATION AND CONSENT

I, (*Name*) _____, born (*Date of Birth*) _____,
at (*City*) _____, (*State*) _____, (*Country*) _____,

hereby acknowledge and understand that disclosure of my Social Security number to the Maine State Tax Assessor for tax administration purposes as required by Maine statute and authorized by Federal statute is mandatory. I acknowledge and understand that disclosure of my Social Security number for purposes of expediting the character review process required for Maine bar admission is voluntary. I hereby authorize the Maine Board of Bar Examiners, its employees, and its agents, including the National Conference of Bar Examiners, to disclose my Social Security number to every person, agency, and entity having control of any documents, records, or other information, including credit records, pertaining to me; and I hereby consent to the use of my Social Security number for purposes of the investigation and verification necessary to complete the character review required for admission to the Maine bar. I understand that except for disclosure for character review purposes as authorized by me, no other disclosure shall be made of my Social Security number by the Maine Board of Bar Examiners except as authorized by Maine statute for tax administration purposes.

Signature of Applicant (*Sign in black ink*)

Subscribed and sworn to or affirmed before me this _____ day of _____, 20____.

Notary Public (*Sign in black ink*)

My commission expires _____

_____, _____, _____
Applicant's Last Name First Name Middle Name

MAINE BOARD OF BAR EXAMINERS

P. O. BOX 140
AUGUSTA ME 04332-0140

FORM 5S/RECORD OF DRIVER'S LICENCE SUSPENSION OR REVOCATION

To be used with Supplemental Question 21(D)

Social Security Number: _____ Date of incident _____

Location _____
City _____ *County* _____ *State* _____

Title of complaint, indictment, or administrative action _____

Case Number _____

Name and complete address of court or administrative agency involved:

Name of court _____
Address _____
City _____ *State* _____ *Zip* _____

Name and address of law enforcement agency involved:

Name of law enforcement agency _____
Address _____
City _____ *State* _____ *Zip* _____

Date first heard _____

Charge(s) at time of arrest or summons _____

Charge(s) at time of trial or hearing _____

Date of final disposition _____

Final disposition _____

Brief description of incident _____

In cases where there is alcohol or drug involvement, attach a copy of the arresting officer's report, complaint, administrative summons or notice, indictment, trial disposition, administrative decision, verdict, notice and appeal, if any. If the required documentation is no longer available, attach a statement indicating what efforts have been made to locate the documentation, including verification from any applicable law enforcement agency or court clerk that the records are no longer available.

_____, _____, _____
Applicant's Last Name First Name Middle Name

MAINE BOARD OF BAR EXAMINERS
P. O. BOX 140
AUGUSTA ME 04332-0140

FORM 7/AUTHORIZATION TO RELEASE MEDICAL RECORDS

To be used with Supplemental Questions 25 and 26

Upon presentation of the original or a photocopy of this signed authorization,

I (*Applicant's Name*) _____ authorize

Name of Institution or Doctor _____

Address _____

City _____ *State* _____ *Zip* _____

to provide information, including copies of records, concerning advice, care or treatment provided to me without limitation relating to mental illness, use of drugs or alcohol, to representatives of the Maine Board of Bar Examiners who are involved in conducting an investigation into my moral character, professional reputation and fitness for the practice of law. I understand that any such information as may be received will be reported only to the admitting authority.

I hereby release, discharge and exonerate the Maine Board of Bar Examiners, its agent and representatives, the admission agency, its agents and representatives and

Name of Institution or Doctor _____

Address _____

City _____ *State* _____ *Zip* _____

its agents and representatives so furnishing information from any and all liability of every nature and kind arising out of the furnishing or inspection of such documents, records and other information or the investigation made by the Maine Board of Bar Examiners.

Signature of Applicant (*Sign in black ink*)

Subscribed and sworn to or affirmed before me this _____ day of _____, 20_____.

Notary Public (*Sign in black ink*)

My commission expires _____

Seal or stamp must be affixed to each original.

_____, _____, _____
Applicant's Last Name First Name Middle Name

MAINE BOARD OF BAR EXAMINERS
P. O. BOX 140
AUGUSTA ME 04332-0140

FORM 8/DESCRIPTION OF MENTAL HEALTH OR SUBSTANCE
ABUSE CONDITION OR IMPAIRMENT
To be used with Supplemental Questions 25 and 26

Social Security Number: _____

Date of treatment: From Mo/Yr _____ To Mo/Yr _____

Name of attending physician _____

Physician's current address _____

City _____ *State* _____ *Zip* _____

Telephone () _____

Name of hospital or institution _____

Address _____

City _____ *State* _____ *Zip* _____

Telephone () _____

Describe the condition or problem _____

Describe any treatment and/or monitoring program _____



THE MAINE BOARD OF BAR EXAMINERS

P.O. BOX 140 • Augusta, Maine 04332-0140
(207) 623-2464 • fax (207) 622-0059 • www.mainebarexaminers.org

UNDERGRADUATE/GRADUATE/LAW SCHOOL CERTIFICATION

Applicant Instructions: Complete the upper part of this form. Sign and date this form.

Do NOT write on the remainder of the form. Forward this signed form to the Dean or appropriate designated official of your undergraduate, graduate and/or law school.

Name of Applicant _____ Date of birth _____

Social Security Number _____ Date of bar exam _____

School _____ Dates attended _____

I hereby consent to the release of the information requested in this form.

X _____
Signature of Applicant Date

School Official Instructions: Complete both pages of this certification form and mail the completed form directly to the Maine Board of Bar Examiners at the above address.

I, _____, hereby certify that I am the _____
(Name of Official) (Title of Official)
of _____; that _____
(Name of School) (Name of Applicant)
entered said school on _____; that this school was accredited by _____
(Date) (Accrediting Organization)
at the time of the Applicant's attendance and that the degree of _____ was conferred
(Degree)
upon the Applicant on _____. (Please attach transcript).
(Date)

I certify that I have conducted a review of the applicant's record maintained by this school.

- I certify that I am not aware of and my review of the record has not revealed any incident in which the applicant was accused of or found to have violated any law or statute or any disciplinary, honor, or ethics code.
- I certify that I am not aware of and my review of the record has not revealed any incident in which the applicant displayed any dishonesty.
- I certify that I am not aware of and my review of the record has not revealed any incident in which the applicant failed to meet a material obligation.
- I certify that I am not aware of and my review of the record has not revealed any incident in which the applicant breached a duty of trust.
- I certify that I am not aware of and my review of the record has not revealed any incident in which the applicant exhibited any conduct that would suggest he or she lacks the mental or emotional stability to practice law or abuses or is addicted to alcohol or drugs.
- I certify that the applicant's school admission process and record revealed no derogatory information about the applicant's conduct.
- I certify that I have no knowledge of any fact or circumstance that reflects adversely upon the moral character or ethical qualification of the applicant.
- I certify that I have answered with complete candor, regardless of whether the record for any of the aforementioned actions was expunged or sealed, and that the information provided is true and correct.
- I cannot with complete candor make one or more of the certifications requested above and thus cannot sign below to so certify. I attach a letter of explanation with documents appended as necessary to explain fully why I cannot certify as requested.*

X _____
Signature of designated school official

Date

Printed name of designated law school official

Title of designated law school official

**AFFIX
SCHOOL
SEAL
HERE**

