

ABOUT APPLICATION AND ADMISSION REQUIREMENTS

NOTICE: The following information is provided as a summary of commonly asked questions regarding application and admission requirements to practice law in Colorado. It is not intended to fully address all application/admission policies and requirements. Please refer to both the Instructions for Filing an Application, as well as, Rule 201, C.R.C.P. for more information on policies and requirements.

Our Mailing Address

Colorado Supreme Court
Board of Law Examiners
1560 Broadway, Suite 1820
Denver Colorado 80202

Telephone Number: 303-866-6626

To Obtain an Application

Applications and supplemental instructions may be downloaded from this website or you may file your application electronically by returning to the home page and selecting the option for Online Application.

Class A – On motion: admission to practice law without taking the bar examination. See eligibility requirements. On motion applications may be filed at anytime.

Class B – UBE: admission to practice law based upon a Uniform Bar Examination (UBE) score achieved in another state or territory of the United States or in the District of Columbia within two years preceding application for admission to the Bar of Colorado. UBE scores achieved more than two years preceding application may be combined with law practice experience to qualify. A UBE score must be at least that required to pass the Colorado Bar Examination based upon standards set by the Colorado Supreme Court. *See Rule 201.3(5)(a), (b) and (c), C.R.C.P.*

Class C – Exam: admission to practice law upon successful completion of the Colorado Bar Exam. See eligibility requirements. Exam applications may not be filed until **September 1** for the February exam and **February 1** for the July exam.

Eligibility Requirements for Admission On motion (Class A)

In accordance with Rule 201.3(1), C.R.C.P., eligibility for on motion admission in Colorado is available to those who have been admitted and who have “actively and substantially” practiced law in a jurisdiction(s) that accept(s) Colorado attorneys for admission without examination. It is the applicant’s responsibility to check with the jurisdiction(s) in which you are admitted to ensure reciprocity exists with Colorado.

Persons who file an on motion application, but who are not eligible to do so, may (1) transfer the application to the next scheduled bar exam and receive a refund of the difference between on motion and exam fees, or (2) withdraw the application and receive a 50% refund. A decision to transfer a Class A application to the bar examination or to withdraw a Class A application must be submitted in writing no more than 90 days following the determination that a Class A application is non-qualifying. No full refunds will be given.

Pursuant to Rule 201.3, 201.5 and 201.14(3) C.R.C.P., applicants for admission on motion must:

1. have graduated with a first professional law degree from a law school accredited by the American Bar Association, and
2. be admitted in good standing “to the bar of another state, territory, or district of the United States which allows admission to members of the Colorado Bar on motion without the requirement of taking that jurisdiction’s bar examination,” and
3. have “actively and substantially maintained a practice of law in that state, territory or district of the United States which allows admission to members of the Colorado Bar on motion without the requirement of taking that jurisdiction’s bar examination, immediately preceding application to the admission of the Bar of Colorado,” and
4. must have “actively and substantially engaged in the practice of law for five of the seven years immediately preceding application for admission to the Bar of Colorado.” *Part-time legal activities do not qualify as “active and substantial” for purposes of meeting the law practice requirements.*
5. Successful completion of the MPRE with a scaled score of at least 85 taken on an examination administered no more than two years prior to the date of application. *The MPRE requirement need not be fulfilled prior to filing an application; but must be completed prior to final approval for admission to the Colorado Bar. (See Rule 201.5(3) C.R.C.P. for details.)*
6. Successful completion of the six-hour course on professionalism (within six months of admission to practice law in Colorado) jointly sponsored by the Colorado Bar Association and the Office of Attorney Regulation Counsel. Upon completion of this course, six units of general CLE (Continuing Legal Education) credit will apply toward the first three-year CLE compliance period. *(See Rules 201.14(3) and (4) C.R.C.P. for details.)*

Pursuant to Rule 201.14(1), C.R.C.P. Class A applicants must “take the oath of admission prescribed by the Supreme Court” no more than eighteen months following the date of the notification that he/she is approved to take the oath of admission.

Eligibility Requirements for Admission by Uniform Bar Exam Score (Class B)

In accordance with Rule 201.3(5), C.R.C.P., admission based upon a qualifying Uniform Bar Exam (UBE) score is available to those who have achieved a UBE score in another UBE

jurisdiction within two years preceding application for admission in Colorado. A minimum qualifying UBE scaled score of 276 is required. For UBE scores more than two years old years but less than 5 years old years of “active and substantial” law practice may be combined with a UBE score to qualify. UBE scores must be issued directly from the National Conference of Bar Examiners to the Colorado Board of Law Examiners. Go to <http://www.ncbex.org/multistate-tests/ube/> for instructions on transferring UBE scores. UBE scores may not be transferred until after the date upon which the scores were released in the jurisdiction where the UBE score was received.

The age of a UBE score will be determined by the date on which it has been postmarked and received in this office.

UBE scores must be received within 45 days of filing a UBE application in Colorado. In the event a UBE application is filed and the UBE scores are received more than 45 days from the date the application is received the UBE application will be deemed not eligible.

Persons who file a UBE application, but whose application is deemed not eligible, may (1) transfer the application to the next scheduled bar exam and receive a refund of the difference between the UBE and exam fees, or (2) withdraw the application and receive a 50% refund of the UBE application fee. No full refunds will be given. A decision to transfer a UBE application to the bar examination or to withdraw a UBE application must be submitted in writing no more than 90 days following the determination that a UBE application is non-qualifying.

Pursuant to Rule 201.3, 201.5 and 201.14(3) C.R.C.P., applicants for UBE admission must:

1. have graduated with a first professional law degree from a law school accredited by the American Bar Association, and
2. have achieved a qualifying UBE score within two years preceding application for admission in Colorado; or, if a qualifying UBE score was achieved more than two years but less than five years preceding application for admission in Colorado,
 - (a) be admitted in good standing “to the bar of another state, territory, or district of the United States, and
 - (b) have “actively and substantially maintained a practice of law in that state, territory or district of the United States for a period of time combined with the age of the UBE score as set forth in Rule 201.3(5), C.R.C.P., and
3. must have “actively and substantially engaged in the practice of law for the period of time as set forth in Rule 201.3(5), C.R.C.P. *Part-time legal activities do not qualify as “active and substantial” for purposes of meeting the law practice requirements.*
4. Successful completion of the MPRE with a scaled score of at least 85 taken on an examination administered no more than two years prior to the date of application. *The MPRE requirement need not be fulfilled prior to filing an application; but must be*

completed prior to final approval for admission to the Colorado Bar. (See Rule 201.5(3) C.R.C.P. for details.)

5. Successful completion of the six-hour course on professionalism (within six months of admission to practice law in Colorado) jointly sponsored by the Colorado Bar Association and the Office of Attorney Regulation Counsel. Upon completion of this course, six units of general CLE (Continuing Legal Education) credit will apply toward the first three-year CLE compliance period. *(See Rules 201.14(3) and (4) C.R.C.P. for details.)*

Pursuant to Rule 201.14(1), C.R.C.P. Class B applicants must “take the oath of admission prescribed by the Supreme Court” no more than eighteen months following the date of the notification that he/she is approved to take the oath of admission.

Eligibility Requirements for Admission by Examination (Class C)

Pursuant to Rule 201.3(6), 201.5 and 201.14(3) C.R.C.P, applicants for the bar examination must:

1. have graduated with a first professional law degree from a law school accredited by the American Bar Association; and
2. successfully complete the MPRE with a scaled score of at least 85 taken on an examination administered no more than two years prior to the date of application. *The MPRE requirement may be fulfilled after filing an application; however, final approval of your application will be held in abeyance until valid MPRE scores are received and verified.*
3. prior to admission to practice law in Colorado, successfully complete the six-hour course on professionalism jointly sponsored by the Colorado Bar Association and the Office of Attorney Regulation Counsel. Upon successful completion of the Colorado Bar Exam, six units of general CLE (Continuing Legal Education) credit will apply toward the first three-year CLE compliance period. *See Rule 201.14(3), C.R.C.P. for details. The Professionalism Course requirement may be fulfilled after taking the bar examination; however, final approval of your application will be held in abeyance until completion of this course requirement is verified.*

Pursuant to Rule 201.14, C.R.C.P. successful exam candidates must “take the oath of admission prescribed by the Supreme Court” no more than eighteen months following the date on which the bar results are announced.

For information on law degrees from foreign countries or unaccredited U.S. law schools, see next section.

Unaccredited and Foreign Law Degrees

Pursuant to Rule 201.5, C.R.C.P. applicants with a first professional law degree from a U.S. or foreign law school not accredited by the American Bar Association may qualify to take the bar exam provided the following requirements are met:

Unaccredited Law Schools in the United States:

1. Law school must be state accredited, and
2. applicant must be admitted to practice law in another U.S. jurisdiction, and
3. applicant must have “actively and substantially” engaged in the practice of law as defined in Rule 201.3(2), C.R.C.P. for at least five of the seven years preceding application to Colorado. See Rule 201.5(2)(a)(ii), C.R.C.P.

Law Schools Outside the United States:

1. First professional law degree must be from a law school located in a common law, English speaking nation, and
2. applicant must be admitted to the bar of the nation from which a first professional law degree was received, and
3. applicant must have “actively and substantially” engaged in the practice of law, as defined in Rule 201.3(2), C.R.C.P. for at least five of the seven years preceding application to Colorado. See Rule 201.5(2)(a)(iii), C.R.C.P.
4. a petition for determination of eligibility of a foreign law degree must first be filed with and granted by the Colorado Board of Law Examiners.

See Instructions for determining eligibility under Rule 201.5(3)(iii) C.R.C.P. at:

<http://coloradosupremecourt.com/BLE/Forms/Foreign%20Law%20School%20Graduates.pdf>

Application Filing fees

On Motion (Class A):	\$800.00
Credit Report fee	+ 10.00
Total	\$810.00

UBE (Class B):	\$800.00
Credit Report fee	+ 10.00
Total	\$810.00

Exam (Class B):	
Non Attorney	\$475.00*
Credit Report fee	+ 10.00
	\$485.00

Attorney	\$500.00*
Credit Report fee	+ 10.00
	\$510.00

***Computer test takers add \$100**

See Exam Filing Deadlines and Late Filing Penalty Fees.

See Application Instructions for information regarding policies on method of payment, returned checks, and refunds.

Exam Application Filing Deadlines

Applications, including Update Applications, must be filed using the most recent version of the Boards forms.

Application forms and applicable fees must be filed on or [†]* postmarked no later than December 1 for the February exam and May 1 for the July exam. Applications filed after these dates will be assessed applicable late penalty fees.

Late Penalty Filing Fees

Late applications will be accepted through -

December 31 for the February exam and
May 31 for the July exam

Late applications must be accompanied by all applicable fees and filed or *Postmarked no later than the last applicable late filing deadline.

Late Fee Penalty Fee: \$200

*Office postage meter tapes are not recognized as valid evidence of timely filing when there may be a question of whether a filing deadline has been met. Late applications postmarked by applicable deadlines but received more than 7 days following postmark date will be rejected as not timely filed.

†Online electronic applications will be deemed filed on the date the application is finalized and submitted through the online filing system. Access to electronically submit an application after December 31 or May 31 will be denied regardless of the day of the week on which the deadline falls.

Applications filed without the appropriate fees or not substantially completed will not be deemed timely filed and will not be accepted for processing.

Updating a Previous Exam Application

Applicants who have previously filed an application to sit for the exam may be eligible to file update application forms. Applications filed more than 12 months ago may not be renewed and new application forms must be filed.

Update application forms may be filed by those who withdrew or were absent from the exam and by those who are repeating the exam. Applications may be updated for a period of 12 months from the date the original or last update application was filed. Application fees, which were not previously refunded, will be applied to the current fee. Any difference between the previous fee and the current fee shall be borne by the applicant. If an update application is filed after having previously withdrawn from the exam, a \$250 update fee will be assessed in addition to any of the above referenced fee differences or refunds. The total amount due must be submitted at the time the application is filed. All update applications must be filed by December 1 for the February exam or May 1 for the July exam. Update applications filed after the official deadline are subject to the late filing deadlines and penalties referenced above.

Multistate Professional Responsibility Exam (MPRE)

All Class A, Class B and Class C applicants must successfully complete the Multistate Professional Responsibility Exam (MPRE) with a minimum scaled score of 85. The MPRE requirement need not be met prior to filing an application but must be completed prior to admission. See Rule 201.14, C.R.C.P. regarding time limits for taking the oath of admission.

Passing MPRE scores are valid if achieved at an examination taken no more than two years prior to filing an application for admission in Colorado. The MPRE need not have been completed prior to filing an application for admission in Colorado; however, final approval for admission to practice law in this state will be held in abeyance until valid MPRE scores have been received and verified by this Board. See Rule 201.5(3), C.R.C.P. Also refer to Rule 201.14, C.R.C.P. for time limits on taking the oath of admission.

You may obtain information and file an application for the MPRE from the National Conference of Bar Examiners website: <http://www.ncbex.org/multistate-tests/>

National Conference of Bar Examiners
MPRE Application Department
P. O. Box 4001
Iowa City IA 52243
Telephone: 319-337-1287

Scores must be transferred directly to the Colorado Board of Law Examiners from the testing agency. Scores may be transferred by contacting:

National Conference of Bar Examiners
Madison, Wisconsin
Requests may be ordered on line at: <http://www.ncbex.org/multistate-tests/>