



Electronic Bar Application for the
State Board of Law Examiners



ONLINE HELP MANUAL

MARYLAND JUDICIARY 2010

Electronic-Bar Applicant's Online Help

State Board of Law Examiners

2011-F, Commerce Park Drive,

Annapolis, Maryland 21401,

(410) 260-3640

Electronic-Bar Applicant's Online Help

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This document may contain information of a sensitive nature. This information should not be given to persons other than those who are involved with the State Board of Law Examiners (SBLE) applicants and the stakeholders who are involved in the development of the eBar application. (December 2009)

Electronic-Bar Applicant's Online Help

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Electronic-Bar Applicant's Online Help

Introduction

The State of Maryland Judiciary Administrative Office of the Courts welcomes you to the Electronic Bar Application System [eBar application], a Web based tool for Law School applicants/graduates appearing for the General Bar Examination.

The State Board of Law Examiners is an administrative arm created by the State of Maryland Judiciary to handle matters relating to admission to the Bar. The primary purpose of the Bar examination is to ensure that all who are eventually admitted have a minimum technical competence. In the State of Maryland, an applicant must be of good moral character and must successfully complete the Maryland Bar Examination.

The purpose of this web-based application is to modernize the current legacy system and transform the paper based system to an electronic system that will help applicants to fill up admission forms electronically in a secure and user friendly i. The online system will use unique user IDs and passwords to ensure security. Applicants can log in to the application from anywhere anytime..

User characteristics

Prospective applicants can visit either the general bar Website at <https://portal.mdcourts.gov/ebarapp/login.do?tmpl=g> or the Out of State at : <https://portal.mdcourts.gov/ebarapp/login.do?tmpl=o>

In order to submit an online application, each applicant should first establish an account. Once an account is created, the online application sends an email to the email address provided by the user. The email will contain an activation link along with the user name for the user to log on. The user ID will be the user's email ID itself. The password should have a minimum of eight characters and must contain at least a letter, a number, and any of these special characters !, @, #, \$, %, &.

In case the email ID becomes unusable, you should contact the SBLE office at the address provided above for help and trouble shooting of account issues.

Electronic-Bar Applicant's Online Help

HOME PAGE

The Home page contains the following (Fig 1);

- *Quick Links*
- *Procedure for filing online application/petition*
- *Login window*



State Board of Law Examiners

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(410) 260-3640

Welcome to the online application for the General Bar Examination

Quick Links

[Bar Admission Rules](#)
[General Bar: Exam Details](#)
[Exam Questions & Answers](#)
[Contact the Board](#)
[What's New](#)
[Create an Account](#)
[Login](#)

If you have already created an account, enter you User Name (email address) and password to login and resume work.

Submitting an online application/petition

★ Establish an account

Each applicant must establish an account in order to submit an online application and/or petition for the bar examination. This is done only once. After an account is created applicants will need his or her username and password in order to login and access their application.

★ Completing the application

Review Examination requirements, follow instructions and complete the requested information. Use the Check List to insure the application is complete and that you meet all requirements at the time you submit your application/petition.

★ Submitting the application/Petition

When all sections of your application are complete and you have obtained all required supporting documentation using the check list. Submit your online application. After you have submitted online, Print your application using the print option available within the application after completing all sections of the application. Review and sign all acknowledgments, enclose all required supporting documentation and forward completed packet to:

State Board of Law Examiners
2011 F Commerce Park Drive
Annapolis, MD 21401

You will receive a notification after the Board receives and reviews your application to confirm that it is complete and it appears that you are eligible to take this examination.
You may login and check "My Status" page at any time to see the current status of your application.

★ Payment

You must provide a check or money order payable to State Board of Law Examiners in the required fees for filing a Maryland Bar Application, Original Petition or Retake Petition. The fees required appear on the Filing Fee form. This form includes the fee required for an updated Application. You will receive notification when the State Board of Law Examiners accepts your Application and Petition.

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EmailAddress (UserName)
Password
[Create Account](#) [Login](#)
[Forgot Password](#)

QUICK LINKS

Quick Links

[Bar Admission Rules](#)
[General Bar: Exam Details](#)
[Exam Questions & Answers](#)
[Contact the Board](#)
[What's New](#)
[Create an Account](#)
[Login](#)

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Fig 2 – Quick Links

Quick Links section has the following links (Fig 2);

- *Bar Admission Rules*
- *General Bar: Exam Details*
- *Exam Questions & Answers*
- *Contact the Board*
- *What's New*
- *Create an Account*
- *Login*

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Bar Admission Rules

The image shows a screenshot of a web page. On the left is a 'Quick Links' menu with the following items: 'Bar Admission Rules', 'General Bar: Exam Details', 'Exam Questions & Answers', 'Contact the Board', 'Notice of Fee Increase', 'Create an Account', and 'Login'. A mouse cursor is pointing at the 'Bar Admission Rules' link. To the right is a large rectangular frame containing the text of the 'Rules Governing Admission to the Bar of Maryland'. The text is centered and reads: 'Rules Governing Admission to the Bar of Maryland', 'Adopted by THE COURT OF APPEALS OF MARYLAND', 'June 28, 1990', '(Amended through September 10, 2009)', '(Includes Rules of the Board Amended through December 9, 2008)', 'These Rules Governing Admission to the Bar of Maryland are contained in the', 'CURRENT REPLACEMENT VOLUME OF THE ANNOTATED CODE OF MARYLAND', 'Maryland Rules, Appendix', 'Members, State Board of Law Examiners', 'State of Maryland', and 'Jonathan A. A zrael, Chairman'.

Quick Links

- Bar Admission Rules**
- General Bar: Exam Details**
- Exam Questions & Answers**
- Contact the Board**
- Notice of Fee Increase**
- Create an Account**
- Login**

Rules Governing Admission to the Bar of Maryland

Adopted by THE COURT OF APPEALS OF MARYLAND

June 28, 1990
(Amended through September 10, 2009)
(Includes Rules of the Board Amended through December 9, 2008)

These Rules Governing Admission to the Bar of Maryland
are contained in the

CURRENT REPLACEMENT VOLUME OF
THE ANNOTATED CODE OF MARYLAND

Maryland Rules, Appendix

Members, State Board of Law Examiners
State of Maryland

Jonathan A. A zrael, Chairman

Fig 3 - Bar admission Rules link opens to Rules governing admission

Clicking the *Bar Admission Rules* link from the Quick Links window opens to a PDF document explaining the 'Rules Governing Admission to the Bar of Maryland' (Fig 3).

GENERAL BAR: EXAM DETAILS

Clicking this link displays (Fig 4) the details of the General Bar Exam.

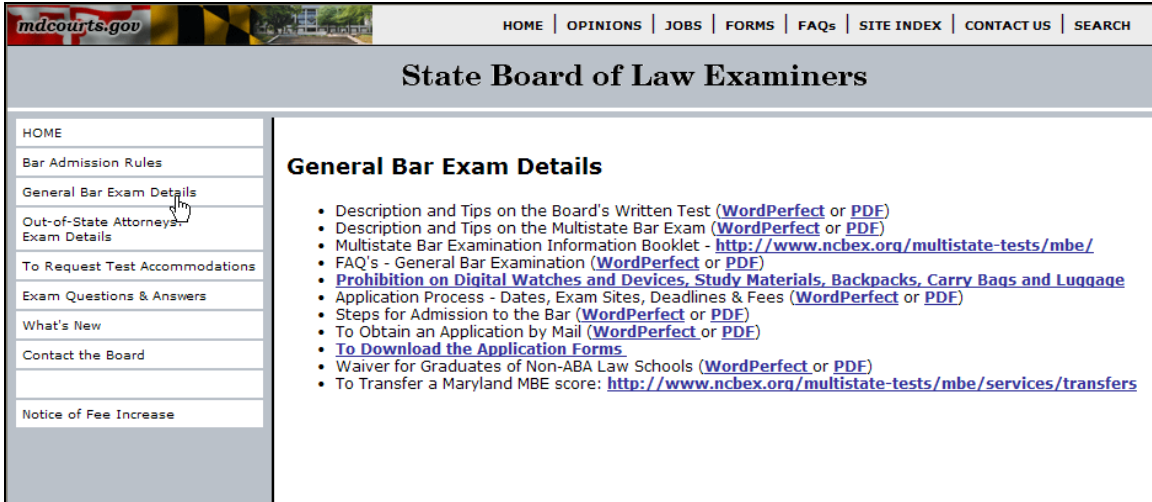


Fig 4: General Bar exam details and its links

This section provides the following General Bar exam details:

- Description and Tips on the Board's Written Test
- Description and Tips on the Multi state Bar Exam
- Multi state Bar Examination Information Booklet
- FAQ's - General Bar Examination
- Prohibition on Digital Watches and Devices, Study Materials, Backpacks, Carry Bags and Luggage
- Application Process - Dates, Exam Sites, Deadlines & Fees
- Steps for Admission to the Bar
- To Obtain an Application by Mail
- To Download the Application Forms
- Waiver for Graduates of Non-ABA Law Schools
- To Transfer a Maryland MBE score

Each of these has a link that takes you to the corresponding details.

EXAM QUESTIONS & ANSWERS

Clicking this link takes you to the 'Description and Purpose of Exam Questions and Answers' page (Fig 5).

State Board of Law Examiners

<p>HOME</p> <p>Bar Admission Rules</p> <p>General Bar Exam Details</p> <p>Out-of-State Attorneys: Exam Details</p> <p>To Request Test Accommodations</p> <p>Exam Questions & Answers</p> <p>What's New</p> <p>Contact the Board</p> <p>Notice of Fee Increase</p>	<h3 style="text-align: center;">DESCRIPTION AND PURPOSE OF EXAM QUESTIONS AND ANSWERS</h3> <p>In order to assist persons wishing to prepare for the written portion of Maryland Bar Examinations, the State Board of Law Examiners provides the following materials:</p> <ol style="list-style-type: none"> 1. The Out-of-State Attorneys Analysis includes each question as it appeared on the Maryland Out-of-State Attorneys bar examination and the Board's Analysis, which is a discussion of the principal legal and factual issues raised by each question. The Board's Analysis is not a model answer, nor is it an exhaustive listing of all possible legal issues suggested by the facts of the question. 2. The General Exam Board's Analysis consists of a discussion of the principal legal and factual issues raised by each question on the Maryland general bar essay test. It is prepared by the Board. The Board's Analysis is not a model answer, nor is it an exhaustive listing of all possible legal issues suggested by the facts of the question. 3. The Representative Good Answers includes a reprint of each question as it appeared on the general bar essay test followed by one or more actual answers to the essay question. The answers are reproduced without any changes or corrections by the Board, other than spelling. The Representative Good Answers are provided to illustrate how actual examinees responded to the question. The Representative Good Answers are not average passing answers nor are they necessarily answers which received a perfect score; they are responses which, in the Board's view, illustrate successful answers. 4. The Multistate Performance Test (MPT) material includes Representative Good Answers for the MPT question administered as part of the general bar examination and explains how to obtain copies of the MPT question from the National Conference of Bar Examiners. 5. The General Exam Extracts material is a PDF copy of the actual printed extracts from the general bar examination. The extracts provide selected materials from the Maryland Rules or other articles of the Annotated Code of Maryland which are intended to assist the examinee in answering one or more of the essay questions. <p>Exam Questions & Answers</p> <ul style="list-style-type: none"> • February 2009 Out-of-State Attorneys' Analysis (WordPerfect or PDF) • February 2009 General Exam Board's Analysis (WordPerfect or PDF) • February 2009 Representative Good Answers (WordPerfect or PDF) • February 2009 Multistate Performance Test (WordPerfect or PDF) • General Exam Extracts (PDF) <hr/> <ul style="list-style-type: none"> • July 2008 Out-of-State Attorneys' Analysis (WordPerfect or PDF) • July 2008 General Exam Board's Analysis (WordPerfect or PDF) • July 2008 Representative Good Answers (WordPerfect or PDF) • July 2008 Multistate Performance Test (WordPerfect or PDF) • General Exam Extracts (PDF) <hr/> <ul style="list-style-type: none"> • February 2008 Out-of-State Attorneys' Analysis (WordPerfect or PDF) • February 2008 General Exam Board's Analysis (WordPerfect or PDF) • February 2008 Representative Good Answers (WordPerfect or PDF) • February 2008 Multistate Performance Test (WordPerfect or PDF) • General Exam Extracts (PDF) <hr/> <ul style="list-style-type: none"> • July 2007 Out-of-State Attorneys' Analysis (WordPerfect or PDF) • July 2007 General Exam Board's Analysis (WordPerfect or PDF) • July 2007 Representative Good Answers (WordPerfect or PDF) • July 2007 Multistate Performance Test (WordPerfect or PDF) • General Exam Extracts (PDF) <hr/> <ul style="list-style-type: none"> • February 2007 Out-of-State Attorneys' Analysis (WordPerfect or PDF) • February 2007 General Exam Board's Analysis (WordPerfect or PDF) • February 2007 Representative Good Answers (WordPerfect or PDF) • February 2007 Multistate Performance Test (WordPerfect or PDF) • General Exam Extracts (PDF) <p>Exam Questions & Answers Archive 1998-2006</p>
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Fig 5 - Description and Purpose of Exam Questions and Answers

CONTACT THE BOARD

Clicking the *Contact the Board* link (Fig 6) displays General Information about the SBLE office and its working hours.

State Board of Law Examiners	
HOME	General Information 2011 Commerce Park Drive Annapolis, Maryland 21401 (410) 260-3640 sble@courts.state.md.us Office Hours - 8:30 a.m. to 4:30 p.m., Monday - Friday Chairman: Jonathan A. Azrael, Esquire Secretary: Bedford T. Bentley, Jr., Esquire Directions to the Board
Bar Admission Rules	
General Bar Exam Details	
Out-of-State Attorneys: Exam Details	
To Request Test Accommodations	
Exam Questions & Answers	
What's New	
Contact the Board	
Notice of Fee Increase	


Fig 6 – Contact the Board details

Further, clicking the *Directions to the Board* link (Fig 7) opens up a map showing the location and providing the necessary directions to the Judicial Training Center from various locations.

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MARYLAND
JUDICIARY

Directions to **The Judiciary Education and Conference Center**
2011D Commerce Park Drive
Annapolis, Maryland 21401
(410) 260-3609



From Baltimore

- Take 69SE to 97S.
- Take 97S to 50E.
- Take Exit 24 - Rowe Boulevard. Make a left at the signal onto Bestgate Road.
- Follow through three traffic lights and turn right at the light onto Commerce Park Drive.
- Make a right at the sign for Building Eight, enter at #2011D. Additional parking in the rear at #2009D entrance.

From the Eastern Shore

- Take 301S to 50W.
- Continue on 50W over the Bay Bridge toward Annapolis.
- Take Exit 24B - Bestgate Road.
- Follow through three traffic lights and turn right at the light onto Commerce Park Drive.
- Make a right at the sign for Building Eight, enter at #2011D. Additional parking in the rear at #2009D entrance.

From Western Maryland

- Take 70E to 32E.
- Take 97S to 50E.
- Take Exit 24 - Rowe Boulevard. Make a left at the signal onto Bestgate Road.
- Follow through three traffic lights and turn right at the light onto Commerce Park Drive.
- Make a right at the sign for Building Eight, enter at #2011D. Additional parking in the rear at #2009D entrance.

From Southern Maryland

Charles County:

- Take 301N
- Take 50E to Exit 24 - Rowe Boulevard. Make a left at the signal onto Bestgate Road.
- Follow through three traffic lights and turn right at the light onto Commerce Park Drive.
- Make a right at the sign for Building Eight, enter at #2011D. Additional parking in the rear at #2009D entrance.

St. Mary's County:

- Take Route 4N to Route 2N.
- Take 50E to Exit 24 - Rowe Boulevard. Make a left at the signal onto Bestgate Road.
- Follow through three traffic lights and turn right at the light onto Commerce Park Drive.
- Make a right at the sign for Building Eight, enter at #2011D. Additional parking in the rear at #2009D entrance.

Fig 7 – Directions to the Board

NOTICE OF FEE INCREASE

Clicking this link displays a page showing details of changes in the fee structure (Fig 8)

Effective January 1, 2009, Maryland Bar Application Fees Will Increase as Follows:

GENERAL BAR EXAMINATION

(for graduating law students and attorneys not qualified for the Attorneys' examination)

1. The "Application for Admission" fee will be:
 - \$225, if the application is timely filed,
 - \$275, if the application is filed late.
2. The "Original Petition" fee will be \$250.
3. The fee for a repeater to retake the General Bar examination will be \$250.

OUT-OF-STATE ATTORNEYS' BAR EXAMINATION

(for attorneys with a minimum of 5 years of qualifying experience)

1. The attorney petition fee payable to the State Board of Law Examiners will be \$700.
2. The fee for a repeater to retake the Attorneys' examination will be \$250.
3. The character investigation fee, payable to the National Conference of Bar Examiners, will remain \$250 until July 1, 2009, when it will increase to \$300.

Fig 8 – Fee structure

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CREATE AN ACCOUNT

Clicking this link opens

to...

Create an Account To Start the Application Process For Bar Of Maryland

* fields are mandatory

Create Account For *	General Bar Examination
Email Address(User Name) *	<input type="text" value="my_email_address@yahoo.com"/>
Password *	<input type="password" value="*****"/> (It should have minimum 8 characters and have at least one of each - a letter, a number and a special character eg., !, @, #, \$, %, &)
Confirm Password *	<input type="password"/> (Must match the password that you have entered above)
First Name * (Enter Your Legal Name)	<input type="text"/>
Middle Name	<input type="text"/> <input type="checkbox"/> Please check if you have no Middle Name
Last Name *	<input type="text"/>
Suffix	<input type="text"/>
Gender : *	<input type="radio"/> Male <input type="radio"/> Female
Date of Birth (mm/dd/yyyy) *	<input type="text"/> (You have to be at least 18 years of age to be admitted to the Bar of Maryland)
Social Security Number *	<input type="text"/> - <input type="text"/> - <input type="text"/>
Confirm Social Security Number *	<input type="text"/> - <input type="text"/> - <input type="text"/>

Disclosure of your Social Security Number (SSN) is mandatory pursuant to the Family Law Article, Title 10, section 10-119.3 (b), Annotated Code of Maryland. The State Board of Law Examiners will disclose your name, SSN, and address to the Child Support Enforcement Administration, upon its request, to assist it in enforcing compliance with child support orders. The State Board of Law Examiners will provide your name, SSN, and address to the Client Protection Fund when you are recommended for admission to the bar of the State of Maryland. Pursuant to the Business Occupations and Professions Article, Title 10, section 10-313, the Client Protection Fund, in turn, will disclose this information to the State Department of Assessments and Taxation to assist it in identifying new businesses within the State and to the Comptroller to assist it in determining whether lawyers have paid all undisputed taxes and unemployment insurance contributions payable to the Comptroller or the Secretary of Labor, Licensing, and Regulation. The Court of Appeals of Maryland, the Character Committees appointed by the Court, and the State Board of Law Examiners will use the SSN for positive identification of bar applicants in the course of character and fitness investigations.

You should add an email address that you wish to use for the purpose of setting up your account, make sure that this email is valid and correct, if you enter an incorrect email address then you will have to re-enter all of this information again, complete all sections and ensure that you have completed all of the areas that are requested.

The password should have a minimum of eight characters and must contain at least a letter, a number, and any of these special characters !, @, #, \$, %, &.

Electronic-Bar Applicant's Online Help

Place Of Birth	
Country *	United States
State *	Maryland
City *	Rockville
Mailing Address	
Country *	United States
Address *	My address
County *	My county <small>(If not within a county ,enter N/A)</small>
City *	Rockville
State *	MD
Zip *	20854
Permanent Address Check If you like to use your Mailing Address as Permanent Address <input checked="" type="checkbox"/>	
Country *	United States
Address *	My address
County *	My county <small>(If not within a county ,enter N/A)</small>
City *	Rockville
State *	MD
Zip *	20854
Residence Phone	2024445555
Office Phone	3016781234
Cell Phone	
Security Question *	Mother Maiden Name
Answer *	Love
Hint *	Mum

[✔ Create Account](#) [✘ Cancel Request](#)

PROCEDURE FOR FILING ONLINE APPLICATION

Submitting an online application/petition

Establish an account

Each applicant must establish an account in order to submit an online application and/or petition for the bar examination. This is done only once. After an account is created applicants will need his or her username and password in order to login and access their application.

Completing the application

Review Examination requirements, follow instructions and complete the requested information. Use the Check List to insure the application is complete and that you meet all requirements at the time you submit your application/petition.

Submitting the application/Petition

When all sections of your application are complete and you have obtained all required supporting documentation using the check list. Submit your online application. After you have submitted online, Print your application using the print option available within the application after completing all sections of the application. Review and sign all acknowledgments, enclose all required supporting documentation and forward completed packet to:

**State Board of Law Examiners
2011 F Commerce Park Drive
Annapolis, MD 21401**

You will receive a notification after the Board receives and reviews your application to confirm that it is complete and it appears that you are eligible to take this examination.
You may login and check "My Status" page at any time to see the current status of your application.

Payment

You must provide a check or money order payable to State Board of Law Examiners in the required fees for filing a Maryland Bar Application, Original Petition or Retake Petition. The fees required appear on the Filing Fee form. This form includes the fee required for an updated Application. You will receive notification when the State Board of Law Examiners accepts your Application and Petition.

Figure 9 – Procedures before submitting an application

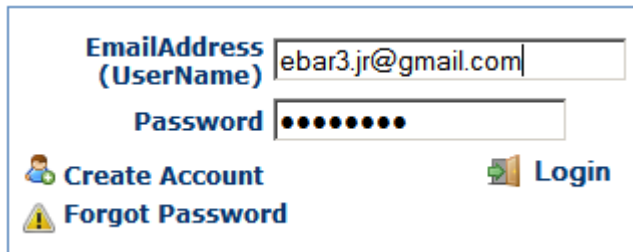
This section (Fig 9) explains the procedures that an applicant ought to know before filing an online application. An applicant needs to establish an account in order to submit an online application. The section provides vital information that will help candidates fill up the application form properly. It also provides details regarding the mode of payment.

LOGIN

The screenshot shows a login interface with two input fields: "EmailAddress (UserName)" and "Password". Below the fields are three buttons: "Create Account" with a person icon, "Login" with a key icon, and "Forgot Password" with a warning triangle icon.

Fig 10: Login window

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EmailAddress (UserName) ebar3.jr@gmail.com

Password ●●●●●●●●

Create Account Login

Forgot Password

Fig 11 – Enter valid email ID

Enter the same email ID that you used to create your account, ensuring the User Name and a password are correct. Clicking the *Login* link opens up the Welcome page (Fig 11).



State Board of Law Examiners

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(410) 260-3640

Welcome dvhdfdh gfgfh

My Status My Account My Application

Bar Application Status

Eligibility	Account Created
Character & Fitness	Initial Character and fitness
Examination	
Petition	You do not have a valid petition to show
Laptop (Exam Soft)	You do not have a valid petition to show
Test Accomodations	You do not have a valid petition to show

Viewing page 1 of 3

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Fig 12 – Welcome page

The Welcome page displays 3 tabs namely, *My Status*, *My Account*, *My Application*.

MY STATUS TAB

The *My Status* tab displays the current status of your application

Within this area and at anytime during your application process you can print your Eligibility, your Character and Fitness and your petition, note also the status for each process, within this example you can see the Character and Fitness states “Application Incomplete” this area is dynamic and will change as you advance through your application process.

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To check to see how complete your online application looks, you may click on the printer icon to the right at anytime during the petition process, this will open up a PDF format document, if you do not have a PDF reader installed on your PC you can download this viewer for free, from this location: <http://get.adobe.com/reader/>

When you have completed all areas, you will need to print each part in turn and submit these along with all accompanying documentation to the State Board of Law Examiners.



State Board of Law Examiners

2011-F Commerce Park Drive
Annapolis, Maryland 21401
(410) 260-3640

Welcome Test3 Rocco

[My Status](#) [My Account](#) [My Application](#) [Forms](#)

Bar Application Status		
(Part I) Eligibility	Account Created	
(Part II) Character & Fitness	Application Incomplete	
Examination		
Petition	Petition Incomplete	
Laptop (Exam Soft)	Not Requested	
Test Accomodations	Requested	

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Electronic-Bar Applicant's Online Help

THE MY ACCOUNT TAB

Clicking the *My Account* tab reveals the details of your account.

Welcome dvhdfdh gfgfh

[My Status](#) [My Account](#) [My Application](#) ? Help

* Fields are mandatory

Email Address(User Name)	sathyanarayanan.d@gmail.com
Current User's Password *	<input type="password"/> (You should enter your password to update any thing on your profile)
New Password	<input type="password"/> (It should have minimum 8 characters and have at least one of each - a letter, a number and a special character eg., !,@,#,\$,%,&)
Confirm Password	<input type="password"/> (Must match the password that you have entered above)
Salutation	Mr.
First Name	dvhdfdh
Middle Name	dfhdf
Last Name	gfgfh
Suffix	
Gender :	Male
Date of Birth (mm/dd/yyyy)	12/02/1980
Social Security Number Last four digits	7567
Place Of Birth	
Country	US
State	rthydfu
City	trturtr
Mailing Address	
Country *	US
Address *	utru
	tryutru
County	trutru
City *	trutr
State *	utru
Zip *	7878
Permanent Address Check If you like to use your Mailing Address as Permanent Address	
Country *	US
Address *	utru
	tryutru
County	trutru
City *	trutr
State *	utru
Zip *	rt474
Security Question *	Mother Maiden Name
Answer *	dfhdfh
Hint *	dhfhdhd
Residence Phone *	59589
Office Phone *	5958989
Cell Phone	

[Update Account](#)
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Fig 13 – Update Account

The *Email Address (User Name)* field will be pre-populated with the email address that you provided when you created your account.

Note: Fields with asterisks are mandatory, and you will see these throughout this application process.

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Current User's Password - This is a mandatory field. And you will be required to enter your password if you need to update your profile.

New Password: If you need to change your existing password, enter a new password. The new password should have minimum of eight characters and must contain at least a letter, a number, any of these special characters !, @, #, \$, %, &.

Confirm password: Re enter the new password and it should match the password that was entered in the above field.

Salutation, First Name, Middle Name, Last Name Suffix, Gender, Date of Birth, Social Security Number, Country, State, City- These fields will be automatically populated as per the information entered by you while the account was created

Country- Enter the name of the country to which the mails are to be sent.

Address- Enter the mailing address in the two fields provided.

County- Enter the name of your county, if you are not in a county then leave blank.

City- Enter the name of your city.

State- Enter the name of the State.

Zip- Enter the Zip or post code in this field.

Enter the details of your permanent address. Click the check box if you would like to use the Permanent Address as your Mailing Address as.

If your Permanent Address is different from the Mailing Address, enter the details as per the following instructions.

Country- Enter the name of the country where you permanently reside.

Address- Enter the permanent address in the two fields provided.

County- Enter the name of the county.

City- Enter the name of the city.

State- Enter the name of the State.

Electronic-Bar Applicant's Online Help

Zip- Enter the Zip code in this field.

Security Question- This field provides several questions in the drop down box. Click the drop down to select a question of your choice.

Answer- Enter the answer for the question you have selected in the above field.

Hint- Enter a clue of the answer to help recollect your answer.

Residence Phone- Enter the number of your residence phone.

Office Phone- Enter the number of your office phone.

Cell Phone- Enter your cell phone number.

Note: The number format for each Phone, you should not add spaces or dashes.

Once the details have been entered, click **Update Account** (Fig 13a) to update your profile.

Security Question *	Mother Maiden Name ▾
Answer *	maiden name
Hint *	maiden nar
Home Phone *	8001111111
Office Phone *	8002222222
Cell Phone	8003333333




Fig 13a – Update Account

CREATE A NEW APPLICATION

Fig 13b shows the screen you will see on your first login to your account; note that your account has been created (Eligibility) and your Character & Fitness states that you must create a new application, to continue the online process you should click on the Create New Application.

From your main login screen clicking on the My Status tab will always bring you to the Bar Application Status screen, you should check this regularly during the process because this screen is dynamic and will be updated by the State Board of Law Examiners when you


Bar Application Status	
(Part I) Eligibility	Account Created
(Part II) Character & Fitness	 Create New Application
Examination	
Petition	You do not have a valid petition to show
Laptop (Exam Soft)	You do not have a valid petition to show
Test Accomodations	You do not have a valid petition to show

Fig 13b – Create New Application

MY APPLICATION TAB

Clicking the *My Application* tab displays the *Application Checklist* and the *Submission Checklist*. The Application Checklist has the following three sections:

- *Instructions & Help*
- *Part I*
- *Part II*

Electronic-Bar Applicant's Online Help

	Part I
✔ College Education	
	Part II
✔ Personal Identification	
✔ Marital History	
✔ Court Ordered Spousal Or Child Support	
✔ Residential History	
✔ Educational History	
✔ Armed Forces Details	
✔ Credit History	
✔ Legal Proceeding History (Civil)	
✔ Legal Proceeding History (Criminal)	
✔ Bond History	
✔ Employment History	
✔ Mental Health/Addiction History	
✔ Personal Reference	
✔ Admission to Any State Bar	
✔ Petition to sit for Maryland Bar Exam(ORIGINAL)	
✔ Request for use of Laptop	
✔ Request For Special Accomodations	
✔ Submit Application	
✔ Submit Petition	

INSTRUCTIONS & HELP

- *General Instructions* – Clicking on the *General Instructions* link will open a new window displaying the instructions to be followed while applying for Admission to the Bar of Maryland.
- *Maryland Bar Rules of Professional Conduct* - Clicking this link will open a new window enabling you to view the Maryland Bar Rules of Professional Conduct.

PART I

Electronic-Bar Applicant's Online Help

- **College Education** – Click this link to view the Part I of your Application for Admission to the Bar of Maryland. The application begins with a notice to the applicant providing general instructions to be followed while filling up the application. The application has four parts. They are Full name, Mailing address, Permanent address, and Place of Birth. The fields against Full Name, Mailing Address, Permanent Address and Place of Birth will be populated automatically.

Click the link *I began the study of law or will begin the study of law at*. Select your college from the drop down list provided against this label. If the name of your college is not listed in the drop down, select **Others**.

Click the link *I completed or will complete the study of law in the month of (mm/yy)*. Click the *calendar* icon and a drop down displaying the month and year appears. Select the month and the year as applicable from the drop down. Once these parameters are selected, click the **x** mark or click the **Select & Close** link.

The following fields *Gender, Date of Birth, Country, State, and City* will also be populated automatically.

Once completed, click **Save Application**

Move to *Part II* of the application by clicking the *Next Page* link (Fig 14).

My Status My Account My Application

APPLICATION FOR ADMISSION TO THE BAR OF MARYLAND

Part I

COLLEGE EDUCATION (PRE-LEGAL)

NOTICE TO APPLICANT: THE PRE-LEGAL CERTIFICATION THAT PRINTS AT THE COMPLETION OF THIS APPLICATION MUST BE EXECUTED BY THE APPROPRIATE ACADEMIA OFFICAL AND FORWARDED TO THE BOARD.

If the applicant has attended more than one school, this Part I should be completed by the institution from which the applicant graduated or by the institution which possesses official records of all the applicant's earned college credits.

This Part I and the Part II (Character QUESTIONNAIRE) and release must be filed together with the proper fee by the applicable filing deadline date.

Save Application

* Fileds are mandatory

To the Honorable, the Court of Appeals of Maryland:

I hereby apply for admission to the Maryland bar and in support of my application give the following information:

Full name	
First Name	Santharam
Middle Name	A
Last Name	Balakrishnan
Mailing Address	
Country	US
Address	Some address
Address	
County	US

Next Page

Fig 14 – Next page

Electronic-Bar Applicant's Online Help

The Part II of the application has the following links which you must complete:

- **Personal Identification**
- **Marital History**
- **Court Ordered Spousal Or Child Support**
- **Residential History**
- **Educational History**
- **Armed Forces Details**
- **Credit History**
- **Legal Proceeding History (Civil)**
- **Legal Proceeding History (Criminal)**
- **Bond History**
- **Employment History**
- **Mental Health/Addiction History**
- **Personal Reference**
- **Admission to Any State Bar**
- **Petition to sit for Maryland Bar Exam (ORIGINAL)**
- **Request for use of Laptop**
- **Request For Special Accommodations**
- **Submit Application**
- **Submit Petition**

Electronic-Bar Applicant's Online Help

PERSONAL IDENTIFICATION

This page begins with instructions that the applicant should follow for personal identification.

The *First Name*, *Middle Name* and the *Last Name* fields will be automatically populated.

The next part of the application is *Name as you wish it to appear on your Certificate of Admission* where you need to fill in the name the way you would want it to appear on your certificate.

Name as you wish it to appear on your Certificate of Admission.	
First Name *	Allan
Middle Name	Herbert
Last Name *	Williamson
Gender :	Male
Social Security Number (Last four digits)	5551

The *Gender* and the *Social Security number* fields will be automatically populated.

The next field is ***Have you ever used or been known by any other name*** Click the radio button *Yes* or *No* as applicable.

If *Yes*, state in full each name used or by which you have at any time been known and the reason for each such name. If your name has ever been changed, list each former name and when and how change was made. If the name currently used was adopted incident to a marriage, divorce, or other legal proceedings, attach a certified copy of each marriage certificate, divorce decree, court order or other proper document of change.

LIST OF KNOWN NAMES

List of Known Names: To enter the list of names by which you were known, click the

Add Details link (Fig 15)

List of Known names	
Country	US

Tom s Lar
Tom s Lar
GG P Varg

+ Add Details

Missing Address

Fig 15 – Add Details

Clicking the *Add Details* button opens a *Add Known Name Details* window (Fig 16).

Electronic-Bar Applicant's Online Help

Tom s Lar
Tom s Lar
GG P Varg

List of Known names

+ Add Details - Remove Details

Add Known Name Details X

FullName

First Name *

Middle Name *

Last Name *

Used From *

Used to *

Reason *

Save Details

Fig 16 – Add Known Name Details

You must enter your known *First Name*, *Middle Name* and the *Last Name* here. All the fields in this window are mandatory. To enter the date from which you have been using the name, click the calendar icon adjacent to the *Used From* field. This will provide dropdowns of Month and Year for you to choose from (Fig 17).

Tom s Lar
Tom s Lar
GG P Varg

List of Known names

+ Add Details - Remove Details

Add Known Name Details X

FullName

First Name * 2G

Middle Name * GG

Last Name * Zizi

Used From *

Used to *

Reason *

Save Details

Country

Address

Mailing Address

January 1909 X

January
February
March
April
May
June
July
August
September
October
November

Fig 17 – Select Month / Year

Once the Month and Year have been entered, click **Select & Close** or click the 'x' marked button against the Year drop down to close the window (Fig 18).

Electronic-Bar Applicant's Online Help

Add Known Name Details

FullName

First Name * 2G

Middle Name * GG

Last Name * Zizi

Used From * [Calendar] February 1911 [X]

Used to * [Calendar]

Reason *

Select & close

Save Details

Fig 18 – Select & Close

Now the month and the year will be displayed in the *Used From* field. Repeat the same process to enter the *Used to* field.

Enter the reason why you were known by these names in the *Reason* field.

Once done, click the **Save Details** button (Fig 19).

Add Known Name Details

FullName

First Name * 2G

Middle Name * GG

Last Name * Zizi

Used From * 2/1911 [Calendar]

Used to * 5/1909 [Calendar]

Reason * Since I was involved in a legal proceeding that involved my family members.

Save Details

Fig 19 – Save Details

To remove the details that you had entered, select the name from the *List of Known names* field (fig 20) and then click the *Remove Details* (Fig 20) button.

List of Known names

Tom s Lar
Tom s Lar
GG P Varg

Add Details **Remove Details**

Fig 20 – Select the name to be removed

Electronic-Bar Applicant's Online Help

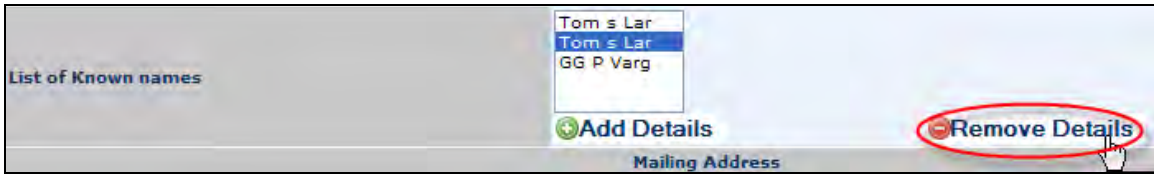


Fig 21- Click the Remove Details button

The next portion of the application deals with the Mailing Address and it will be populated already based on the information provided earlier. The same will be the case with the Permanent Address.

APPELLATE CIRCUIT ASSIGNMENT

Appellate Circuit Assignment: Check the box against the *Appellate Circuit Assignment* if you wish your permanent address to be the basis for assignment of your file because the Appellate Circuit assignment (interview location) is made based on mailing address. (Refer to location of Appellate Circuits.)

Fig 22 - Appellate Circuit Assignment

The *Residence Phone*, *Office Phone*, *Cell Phone*, *User Name* fields will be pre-populated.

Driving License – Click the radio button to select whether you possess a Driving License or not. Please note that you need to attach a certified copy of your entire driving history from the motor vehicle authority for each jurisdiction in which you held a driver's license at any time during the past three years. Since many jurisdictions issue a limited history unless specifically asked to do otherwise, you should take whatever steps are required to obtain a complete driving history.

State: Enter the name of the State from where the driving license was obtained.

License number: Enter the Driving License Number.

Describe any restrictions on license: Describe in this field, restrictions imposed on your driving license, if any.

Date of Birth (mm/dd/yyyy): This field will be pre-populated.

Place of Birth: The *Country*, *State*, *City* attributes will be pre populated.

Are you a citizen of United States: Click the radio button to answer *Yes* or *No* radio button as appropriate

Electronic-Bar Applicant's Online Help

If No what is your Immigration Status: If you are not an American citizen, describe the status of your immigration in this field.

Please provide parental details: Provide the *Full Name, Address, City, State, Zip* and the *Country* details of your father and mother against each field.

Once done, click the **Save Application** button to save all the details.

MARITAL HISTORY

State Board of Law Examiners
2011-F Commerce Park Drive
Annapolis, Maryland 21401
(410) 260-3640

Welcome Santharam Balakrishnan

My Status My Account My Application

Logout

APPLICATION FOR ADMISSION TO THE BAR OF MARYLAND
Part II

Marital History
NOTICE TO APPLICANT: Please complete the application, Attach all necessary required documents, Print sign and make oath to this form.
This Application will not be considered complete until the certificates, confirmation, and letters of references required are received for processing by the character committee.

Previous Page Save Application Next Page

* Fileds are mandatory.

Are you now or have you ever been married* Yes No

If so, state the details

Spouse2
Spouse2
Spouse2

Add Details Remove Details

Marital Details

Spouse Name Prior to Marriage *
Marriage Date * mm/dd/yyyy
Place of marriage
City *
State *
Zip *
Country *

Save Details

Have you ever been divorced* Yes No
If yes, you should provide the details in the "Legal Proceedings History(CIVIL)" - under Divorced Details

Do you currently have a divorce pending* Yes No
If yes, you should provide the details in the "Legal Proceedings History(CIVIL)" - under Divorce Pending Details

Have you had a marriage annulled* Yes No
If yes, you should provide the details in the "Legal Proceedings History(CIVIL)" - under Annulled Marriage Details

Previous Page Save Application Next Page

Fig 23 - Marital History page

Note for the applicant: Applicants need to complete the application, attach all necessary documents, print sign and make oath to this form.

This Application will not be considered complete until the certificates, confirmation, and letters of references required are received for processing by the Character Committee.

Are you now or have you ever been married: Select Yes or No as appropriate.

Electronic-Bar Applicant's Online Help

If so, state the details: To add the name of your spouse in this field, click the **Add Details** link (Fig 24) to open the *Marital Details* window.

The screenshot shows the 'MARITAL DETAILS' section of an online application. At the top, there are navigation buttons for 'Previous Page', 'Save Application', and 'Next Page'. A note indicates that fields are mandatory. A question asks if the applicant is currently married or has ever been married, with 'Yes' selected. Below this, there is a section for 'If so, state the details'. A list of 'Spouse2' entries is shown. An 'Add Details' button is highlighted with a mouse cursor, and a tooltip shows 'add'. A 'Remove Details' button is also visible. The 'Marital Details' window is open, showing fields for 'Spouse Name Prior to Marriage *', 'Marriage Date * mm/dd/yyyy' (with a calendar icon), 'Place of marriage', 'City *', 'State *', 'Zip *', and 'Country *'. A 'Save Details' button is at the bottom of the window.

Fig 24 - Add Details

Spouse Name Prior to Marriage: Here enter the name of your spouse prior to the marriage.

Marriage Date: Click the calendar icon to select the month, date, and year of your marriage

Place of marriage:

City: Enter the name of the city where the marriage took place.

State: Enter the name of the State where the marriage took place.

Zip: Enter the Zip code of the locality where the marriage took place.

Country: Enter the name of the country where the marriage took place.

Click the **Save Details** button (Fig 25) to save all the details.

Electronic-Bar Applicant's Online Help

The screenshot shows a 'Marital Details' form with the following fields and values:

- Spouse Name Prior to Marriage ***: Espouse Esterado
- Marriage Date * mm/dd/yyyy**: Tue Dec 01 12
- Place of marriage**
 - City ***: Florence
 - State ***: MV
 - Zip ***: 52448
 - Country ***: Spain

Buttons: '+ Add Details', '- Remove Details', and a checked 'Save Details' button with a mouse cursor over it.

Figure 25 – Save Details

To remove a name that you entered in the *If so, state the details* field, click on the name and then click the **Remove Details** button (Fig 26). The name will be removed from the list.

The screenshot shows the 'Are you now or have you ever been married?' section with the following details:

- Question: **Are you now or have you ever been married*** (Yes No)
- Field: **If so, state the details**
- List of spouses: Spouse2, Spouse2
- Buttons: '+ Add Details' and '- Remove Details' (with a mouse cursor over it)

Fig 26 – Remove details

Have you ever been divorced: Click the radio button to select *Yes* or *No*. If your answer is *Yes*, you need to provide the details in the "Legal Proceedings History (CIVIL)" under *Divorced Details*.

The screenshot shows the 'Have you ever been divorced?' section with the following details:

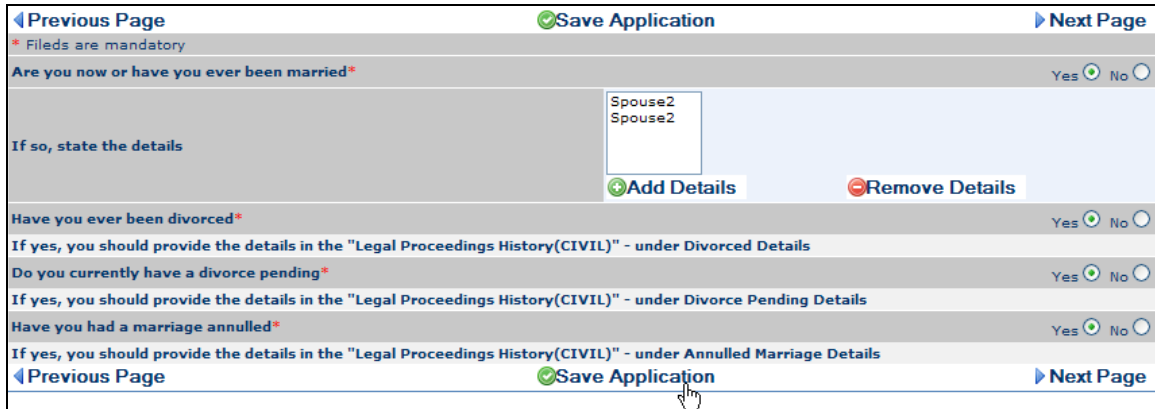
- Question: **Have you ever been divorced*** (Yes No)
- Instruction: **If yes, you should provide the details in the "Legal Proceedings History(CIVIL)" - under Divorced Details**
- Question: **Do you currently have a divorce pending*** (Yes No)
- Instruction: **If yes, you should provide the details in the "Legal Proceedings History(CIVIL)" - under Divorce Pending Details**
- Question: **Have you had a marriage annulled*** (Yes No)
- Instruction: **If yes, you should provide the details in the "Legal Proceedings History(CIVIL)" - under Annulled Marriage Details**
- Navigation: Previous Page, Save Application, Next Page

Do you currently have a divorce pending: Click the radio button *Yes* or *No* to select the appropriate answer. If your answer is *Yes*, you need to provide the details in the "Legal Proceedings History (CIVIL)" under *Divorce Pending Details*.

Electronic-Bar Applicant's Online Help

Have you had a marriage annulled: Click the radio button *Yes* or *No* to select the appropriate answer. If your answer is *Yes*, you will have to provide the details in the "Legal Proceedings History (CIVIL)" *under Annulled Marriage Details*.

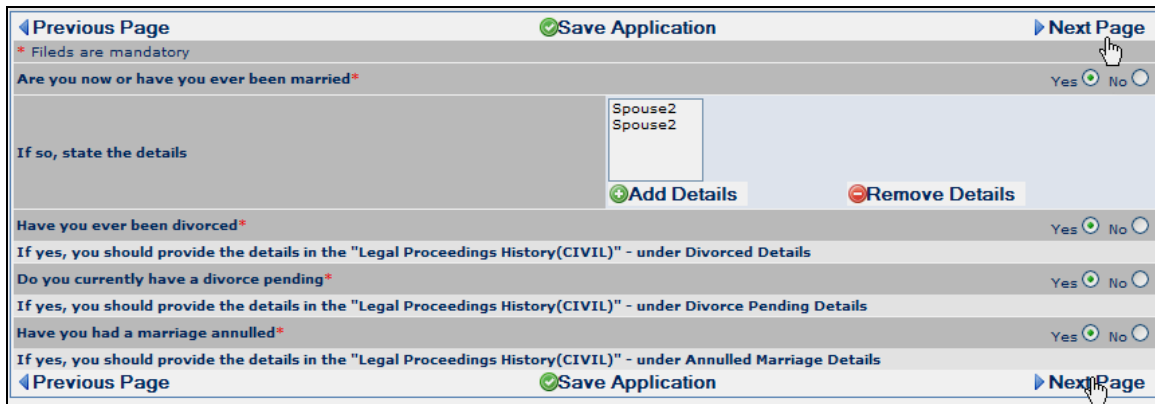
Once you have completed this part of the application, click the **Save Application** button (Fig 27) to save all the information.



The screenshot shows a web form with a header bar containing "Previous Page", "Save Application" (with a green checkmark), and "Next Page". Below the header, there is a section titled "Are you now or have you ever been married*" with "Yes" selected. A table with two rows of "Spouse2" is visible, with "Add Details" and "Remove Details" buttons below it. Further down, there are sections for "Have you ever been divorced*", "Do you currently have a divorce pending*", and "Have you had a marriage annulled*", each with a "Yes" radio button selected. The footer bar also contains "Previous Page", "Save Application" (with a green checkmark), and "Next Page". A mouse cursor is pointing at the "Save Application" button in the footer.

Fig 27 – Save Application

Click the *Next Page* link (Fig 28) to go to the next application.



This screenshot is identical to Fig 27, showing the same form with the "Save Application" button highlighted in the footer. However, a mouse cursor is now pointing at the "Next Page" link in the top right corner of the header bar.

Fig 28 – Next Page

COURT ORDERED SPOUSAL OR CHILD SUPPORT

The Court Ordered Spousal or Child Support details page (Fig 29).

My Status My Account My Application

Help

APPLICATION FOR ADMISSION TO THE BAR OF MARYLAND
Part II

Spousal or Child Support Details

NOTICE TO APPLICANT: Please complete the application, Attach all necessary required documents, Print sign and make oath to this form.
This Application will not be considered complete until the certificates, confirmation, and letters of references required are received for processing by the character committee.

Previous Page Save Application Next Page

* Fileds are mandatory

Are you presently obligated to pay court ordered spousal support* Yes No

Please provide a copy of the court order(s) requiring the support payment

If so, state the details

12/01/2009
12/01/2009
12/01/2009
05/11/2009

Add Details Remove Details

Are you presently obligated to pay court ordered child support* Yes No

Please provide a copy of the court order(s) requiring the support payment

If so, state the details

12/01/2009
03/10/2009

Add Details Remove Details

Previous Page Save Application Next Page

Fig 29 - Court Ordered Spousal or Child Support details page

This page has the following queries:

Are you presently obligated to pay court ordered spousal support: Click the radio button Yes or No to select the appropriate answer. If your answer is Yes, you need to provide a copy of the court order(s) requiring the support payment.

If so, state the details: You need to enter the Court Order Date in this field. In order to enter the date, click the **Add Details** button (Fig 30). This opens to the *Support Details* window.

Electronic-Bar Applicant's Online Help

If so, state the details

12/01/2009
05/11/2009
11/30/2008

Add Details **Remove Details**

Support Details

For * Spouse

Court Order Date *

Support Payment Frequency * Daily

Amount * 0.0

Date of last Payment *

Are you presently in compliance with the order * Yes No

Are you now or have you ever been in arrearage on the payment of this court ordered support payment * Yes No

If yes and the arrearage remains unpaid, provide a copy of the court order(s).
Provide the amount of your arrearage, in each case and describe your plan for paying off the arrearage. If you have paid the arrearage, state the amount of the arrearage and provide the date that payment was completed.

Save Details

Fig 30 –Add Details

Support Details

For * Please Select...
Please Select...
Spouse
Child

Court Order Date * Daily

Amount * 0.0

Date of last Payment *

Are you presently in compliance with the order * Yes No

Are you now or have you ever been in arrearage on the payment of this court ordered support payment * Yes No

If yes and the arrearage remains unpaid, provide a copy of the court order(s).
Provide the amount of your arrearage, in each case and describe your plan for paying off the arrearage. If you have paid the arrearage, state the amount of the arrearage and provide the date that payment was completed.

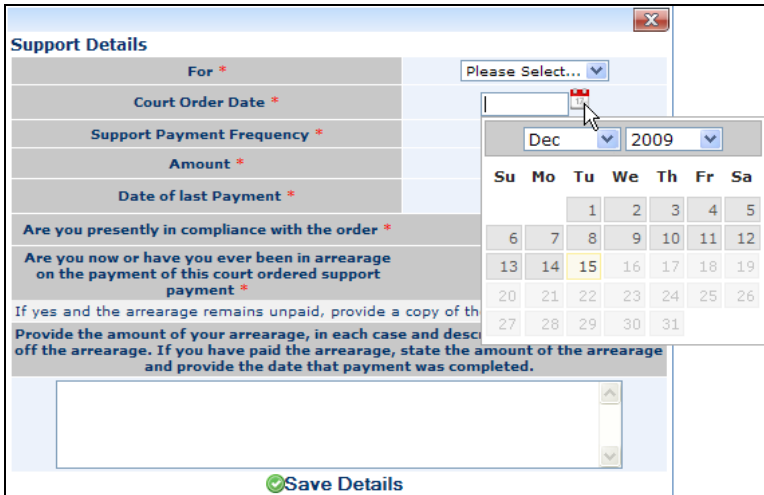
Save Details

Fig 31- Support details labels

Electronic-Bar Applicant's Online Help

For: Select as appropriate from the drop down list.

Court Order Date: Select the date by clicking the Calendar icon (Fig 32) against the field.



The screenshot shows a web form titled "Support Details". The "Court Order Date" field is highlighted, and a calendar pop-up is displayed over it. The calendar shows the month of December 2009, with the 15th selected. The form includes fields for "For", "Support Payment Frequency", "Amount", and "Date of last Payment". There are also two yes/no questions regarding compliance and arrears. A "Save Details" button is at the bottom.

Fig 32 - Calendar

Select the month from the month drop down list and select the year from the year drop down list. Click the appropriate date and the field will be populated accordingly.

Support Payment Frequency- Select the support payment frequency by clicking the drop down list to choose from Daily, Weekly or Monthly (Fig 33).



The screenshot shows the same "Support Details" form. The "Support Payment Frequency" dropdown menu is open, showing options for "Daily", "Weekly", and "Monthly". The "Daily" option is selected. The form also includes the "Date of last Payment" field and the two yes/no questions. A "Save Details" button is at the bottom.

Fig 33- Payment frequency

Electronic-Bar Applicant's Online Help

Amount: Enter the amount of money that you need to give as support to your spouse or child in this field.

Date of last payment: Enter the date of your last payment as support by clicking the calendar icon. To select the date, month and year from the calendar, repeat the same process as you did in *Court Order Date* field.

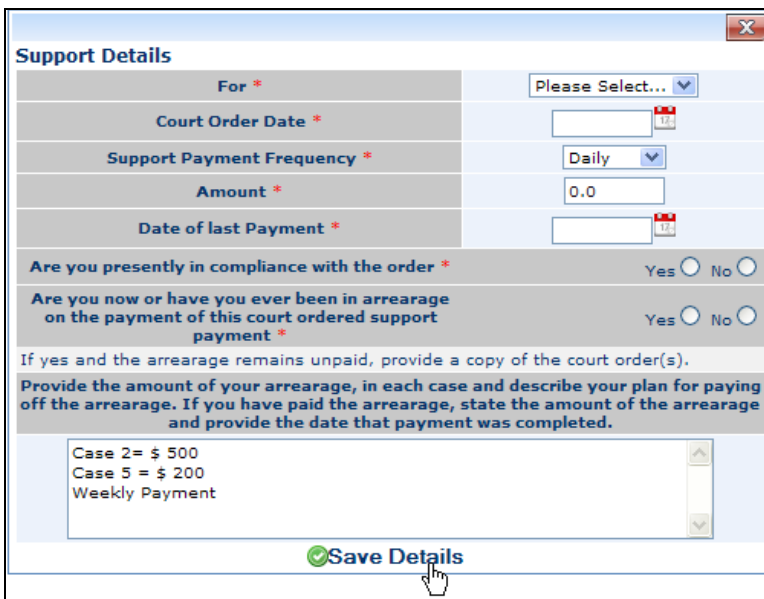
Are you presently in compliance with the order: Click the appropriate *Yes* or *No* radio button.

Are you now or have you ever been in arrearage on the payment of this court ordered support payment: Click the appropriate *Yes* or *No* radio button.

If yes and the arrearage remain unpaid, provide a copy of the court order(s): If there are any arrears pending you need to provide a copy of the court order(s).

Provide the amount of your arrearage in each case and describe your plan for paying off the arrearage. If you have paid the arrearage, state the amount of the arrearage and provide the date that payment was completed: The field below this label needs to be filled as per the instructions given above.

Click **Save Details** after entering all the information (Fig 34).



The screenshot shows a web form titled "Support Details". It contains several input fields and radio buttons. The fields are: "For *" with a dropdown menu showing "Please Select..."; "Court Order Date *" with a date picker; "Support Payment Frequency *" with a dropdown menu showing "Daily"; "Amount *" with a text input field containing "0.0"; and "Date of last Payment *" with a date picker. Below these are two radio button questions: "Are you presently in compliance with the order *" and "Are you now or have you ever been in arrearage on the payment of this court ordered support payment *", both with "Yes" and "No" options. A text area below contains the instruction: "If yes and the arrearage remains unpaid, provide a copy of the court order(s). Provide the amount of your arrearage, in each case and describe your plan for paying off the arrearage. If you have paid the arrearage, state the amount of the arrearage and provide the date that payment was completed." The text area contains the following text: "Case 2= \$ 500", "Case 5 = \$ 200", and "Weekly Payment". At the bottom of the form is a green "Save Details" button with a checkmark icon.

Fig 34 – Save Details

Electronic-Bar Applicant's Online Help

RESIDENTIAL HISTORY

Welcome Santharam Balakrishnan

My Status My Account My Application

Help

APPLICATION FOR ADMISSION TO THE BAR OF MARYLAND
Part II

Residential History

NOTICE TO APPLICANT: Please complete the application, Attach all necessary required documents, Print sign and make oath to this form.
This Application will not be considered complete until the certificates, confirmation, and letters of references required are received for processing by the character committee.

Previous Page Next Page

* Fileds are mandatory

The following constitutes every residence, address and place with zip code where I have lived within the last ten years

Details * asdasd
sdcvdf
County

Add Details Remove Details

Previous Page Next Page

The *Residential History* page begins with a note to the applicant.

The applicant is required to complete the application form, attach all necessary documents, print sign and make oath to this form. The Application will not be considered complete until the certificates, confirmation, and letters of references required are received for processing by the Character Committee.

Details: Enter your residential details for the past ten years in chronological order in this field.

Click *Add Details* (Fig 35) to populate the details field.

Add Details Remove Details

Residence Details

From *	<input type="text"/>	📅
To *	<input type="text"/>	📅
Address *	<input type="text"/>	
	<input type="text"/>	
	<input type="text"/>	
County	<input type="text"/>	
City *	<input type="text"/>	
State *	<input type="text"/>	
Zip *	<input type="text"/>	
Country *	<input type="text"/>	
Reason for Move *	<input type="text"/>	

Save Details

Fig 35 – Add Details

From: Use the Calendar icon to enter the date from which you had been residing at a particular location.

Electronic-Bar Applicant's Online Help

To: Similarly use the Calendar icon to enter the date till which you resided in that location.

Address: Enter address details of that location in the space provided.

County: Enter the name of the county where that place is located.

City: Enter the name of the city where that place is located.

State: Enter the name of the State where that place is located.

Zip- Enter the zip code of the locality.

Country: Enter the name of the country where that place is located.

Reason for Move: Provide the reason for moving out from that locality.

Once done, click the **Save Details** button.

Click the **Add Details** button and repeat the process to enter the address details of the next residential location.

Continue until you have chronologically entered the residential details for the past ten years.

To remove any information from the *Details* field, select the item and click the **Remove Details** link.

Click the **Next Page** link at the bottom right corner to move to the next application.

EDUCATIONAL HISTORY/ACADEMIC HISTORY

This page too opens with a note to the prospective applicant. The applicant is required to complete the application form, attach all necessary documents, print, sign and make oath to the form. The application form will not be considered complete until the certificates, confirmation, and letters of references required are received for processing by the Character Committee.

My education was received as follows:

High School:

High School: To populate this field click the **Add Details** link. This opens the *Academic Details* window with the following fields:

Electronic-Bar Applicant's Online Help

Academic History


NOTICE TO APPLICANT: Please complete the application, Attach all necessary required documents, Print sign and make oath to this form.

NOTE: Applicants are responsible for completing the top half of a Request for Certification form for each school identified. Forms have been provided with this Application and must be filed with the completed Application. This Application will not be considered complete until the certificates, confirmation, and letters of references required are received for processing by the character committee.

◀ Previous Page  Save Application ▶ Next Page

* Fields are mandatory


My education was received as follows

High School *	High School 1		
---------------	---------------	---	---

Type: Select from the drop down, the type of institution where you have studied. The drop down is populated with the *High School College / University Undergraduate College / University Graduate Law School*

Academic Details

Type *	High School
Name Used *	Allan Herbert Jones
School Name *	
Address *	
City *	
State *	
Zip *	
Country *	
From *	
To *	
Graduated *	Yes <input type="radio"/> No <input type="radio"/>
Degree Received	
Date Graduated	

 Save Details

Name Used: Enter your name as maintained in the institution's records.

School Name: Enter the name of your school in this field.

Address: Enter the address of your school here.

City: Enter the name of the city where the school is situated.

State: Enter the name of the State where the school is situated.

Zip: Enter the zip code of the locality.

Country: Enter the name of the country.

Electronic-Bar Applicant's Online Help

From: Use the Calendar to enter the date on which you commenced your studies at this institution.

To: Use the Calendar to enter the date on which you completed your studies at this institution.

Graduated: Click the radio button *Yes* or *No* as applicable.

Degree Received: Enter the name of the Degree that you received from this institution.

Date Graduated: Use the Calendar to enter the date on which you graduated.

Click the **Save Details** button to save the details that you have entered.

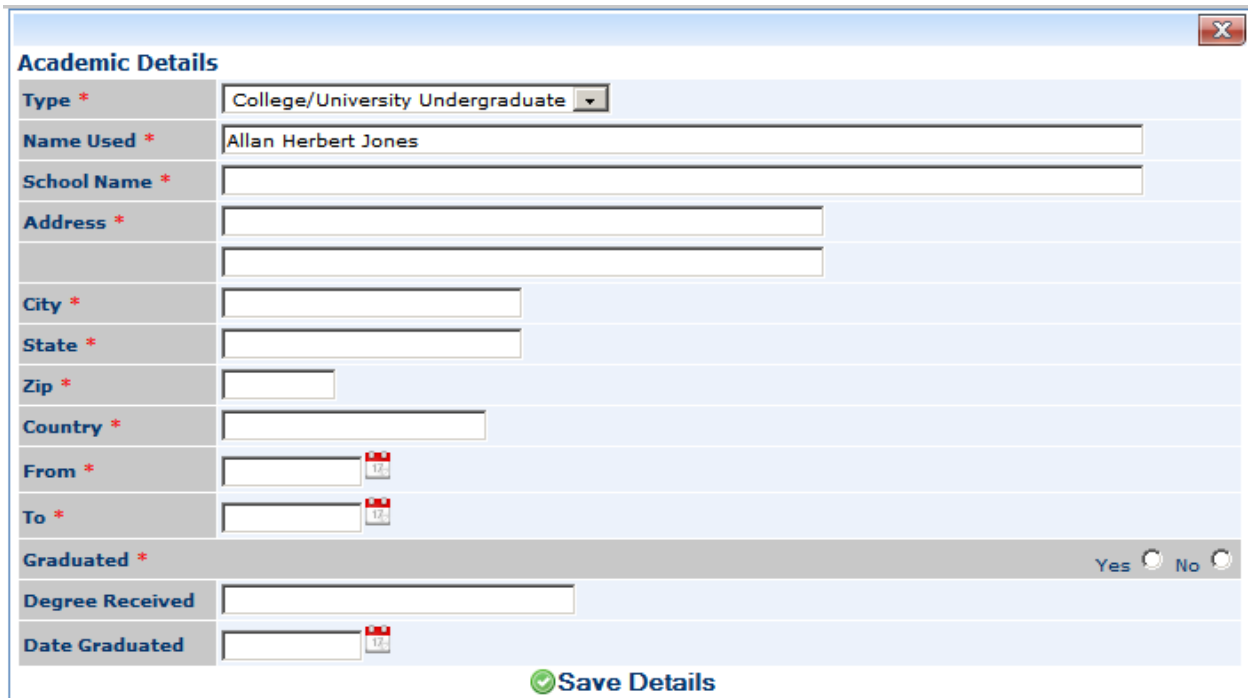
College or University Undergraduate:

College or University Undergraduate: To populate this field by click the **Add Details** link. This opens the *Academic Details* window with the following fields:



The screenshot shows a form field labeled "College or University Undergraduate" with a red asterisk. To the right of the field is a dropdown menu with "Coll 2" and "Coll 1" options. Below the field are two buttons: a green "+ Add Details" button and a red "- Remove Details" button.

Type: Select from the drop down, the type of institution where you studied. The drop down is populated with *High School, College / University Undergraduate, College / University Graduate, Law School*



The screenshot shows a window titled "Academic Details" with a close button (X) in the top right corner. The window contains the following fields:

- Type ***: A dropdown menu with "College/University Undergraduate" selected.
- Name Used ***: A text input field containing "Allan Herbert Jones".
- School Name ***: A text input field.
- Address ***: Two stacked text input fields.
- City ***: A text input field.
- State ***: A text input field.
- Zip ***: A text input field.
- Country ***: A text input field.
- From ***: A date input field with a calendar icon.
- To ***: A date input field with a calendar icon.
- Graduated ***: Two radio buttons labeled "Yes" and "No".
- Degree Received**: A text input field.
- Date Graduated**: A date input field with a calendar icon.

At the bottom of the window is a green checkmark icon followed by the text "Save Details".

Electronic-Bar Applicant's Online Help

Name Used: Enter your name as maintained in the institution's records.

School Name: Enter the name of the institution here.

Address: Enter the address of the institution here.

City: Enter the name of the city where the institution is situated.

State: Enter the name of the State where the institution is situated.

Zip: Enter the zip code of the locality.

Country: Enter the name of the country.

From: Use the Calendar to enter the date on which you commenced your studies at this institution.

To: Use the Calendar to enter the date on which you completed your studies at this institution.

Graduated: Click the radio button *Yes* or *No* as applicable.

Degree Received: Enter the name of the Degree that you received from this institution.

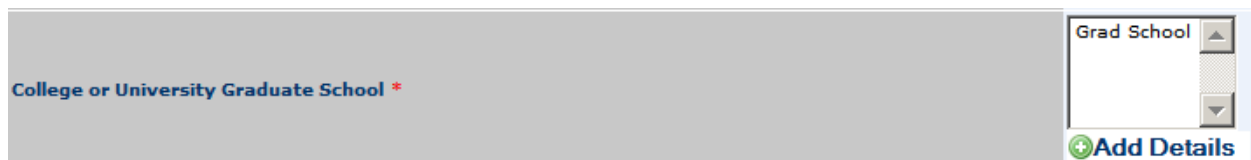
Date Graduated: Use the Calendar to enter the graduation date.

Click the **Save Details** button to save the details that you entered.

To remove the details that you have entered, select the name from the *College or University Graduate* field and then click the **Remove Details** button. The name will be deleted.

College or University Graduate School:

College or University Graduate School: To populate the field click the **Add Details** link. This link opens the *Academic Details* window with the following fields:

The image shows a screenshot of a web form. On the left, there is a text input field with the label "College or University Graduate School *". To the right of this field is a small window titled "Grad School" which contains a dropdown menu. Below the dropdown menu is a button with a green plus icon and the text "Add Details".

Type: Select from the drop down, the type of institution where you studied. The drop down is populated with the *High School, College / University Undergraduate, College / University Graduate, Law School*

Electronic-Bar Applicant's Online Help

The screenshot shows a web form titled "Academic Details" with a close button (X) in the top right corner. The form contains the following fields:

- Type ***: A dropdown menu with "College/University Graduate" selected.
- Name Used ***: A text input field containing "Allan Herbert Jones".
- School Name ***: A text input field.
- Address ***: Two stacked text input fields.
- City ***: A text input field.
- State ***: A text input field.
- Zip ***: A text input field.
- Country ***: A text input field.
- From ***: A date picker field with a calendar icon.
- To ***: A date picker field with a calendar icon.
- Graduated ***: A section with two radio buttons labeled "Yes" and "No".
- Degree Received**: A text input field.
- Date Graduated**: A date picker field with a calendar icon.

At the bottom of the form is a green checkmark icon followed by the text "Save Details".

Name Used: Enter your name as maintained in the institution's records.

School Name: Enter the name of the institution here.

Address: Enter the address of the institution here.

City: Enter the name of the city where the institution is situated.

State: Enter the name of the State where the institution is situated.

Zip: Enter the zip code of the locality.

Country: Enter the name of the country.

From: Use the Calendar to enter the date on which you commenced your studies at this institution.

To: Use the Calendar to enter the date on which you completed your studies at this institution.

Graduated: Click the radio button *Yes* or *No* as applicable.

Degree Received: Enter the name of the Degree that you received from this institution.

Date Graduated: Use the Calendar to enter the graduation date.


Click the **Save Details** button to save the details that you have entered.

Electronic-Bar Applicant's Online Help

To remove the details that you entered, select the name from the *College or University Graduate School* field and then click the **Remove Details** button. The name will be deleted.

Law School:

Law School: To populate this field click the **Add Details** link. This link opens the *Academic Details* window with the following fields:

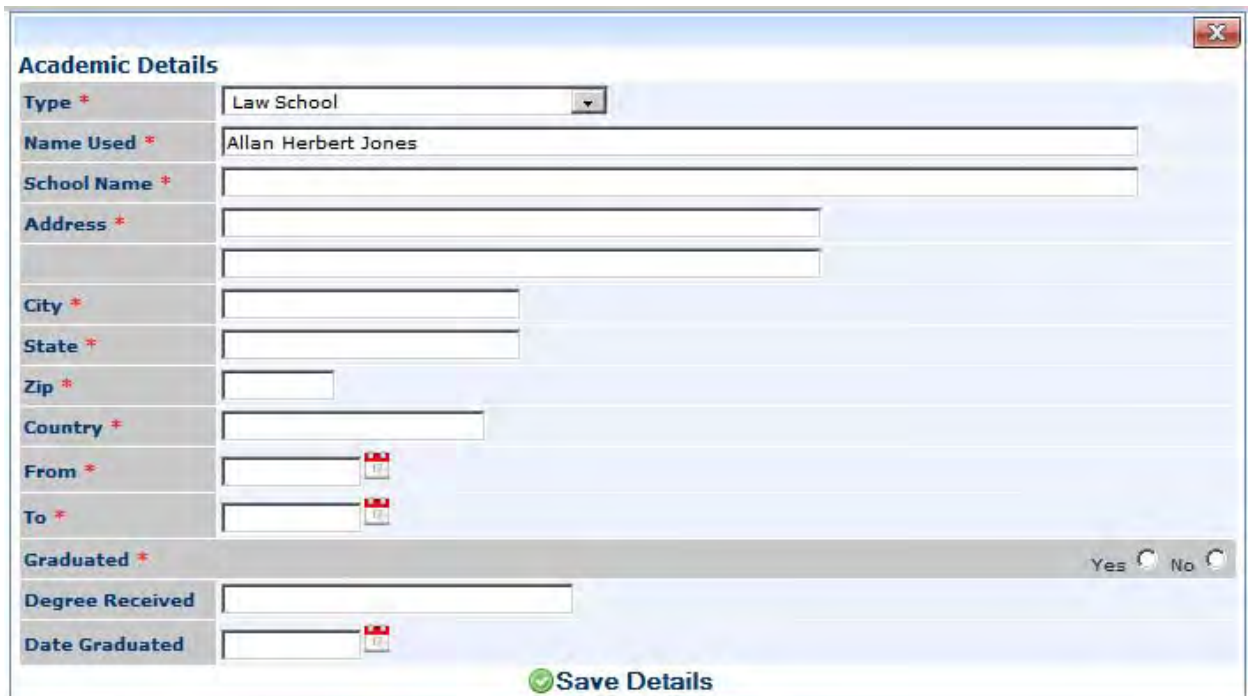


Law School *

Law School

+Add Details

Type: Select from the drop down, the type of institution where you studied. The drop down is populated with the *High School, College/University Undergraduate, College/ University Graduate, Law School*



Academic Details

Type * Law School

Name Used * Allan Herbert Jones

School Name *

Address *

City *

State *

Zip *

Country *

From *

To *

Graduated * Yes No

Degree Received

Date Graduated

+Save Details

Name Used: Enter your name as maintained in the institution's records.

School Name: Enter the name of the institution here.

Address: Enter the address of the institution here.

City: Enter the name of the city where the institution is situated.

Electronic-Bar Applicant's Online Help

State: Enter the name of the State where the institution is situated.

Zip: Enter the zip code of the locality.

Country: Enter the name of the country.

From: Use the Calendar to enter the date on which you commenced your studies at this institution.

To: Use the Calendar to enter the date on which you completed your studies at this institution.

Graduated: Click the radio button *Yes* or *No* as applicable.

Degree Received: Enter the name of the Degree that you received from this institution.

Date Graduated: Use the Calendar to enter the graduation date.

Click the **Save Details** button to save the details that you have entered.

To remove the details that you entered, select the name from the *Law School* field and then click the **Remove Details** button. The name will be deleted.

Have you ever been dropped, suspended, placed on probation, expelled or requested to resign from any school, college or university, or requested by any such school or institution to discontinue your studies therein – Click the radio button against *Yes* or *No* as applicable.

If so identify the institution, state the cause, circumstances, date and outcome of each such occurrence: Use the space provided to enter the details asked for.

Click the **Save Details** button to save the details that you have entered.

Click the **Next Page** link to move to the next application.

Electronic-Bar Applicant's Online Help

ARMED FORCES DETAILS:

This page has the following fields:

The screenshot shows a web form titled "Armed Force/Selective Service Details". At the top, there is a "NOTICE TO APPLICANT" and a note that the application is not complete until all required documents are received. The form contains several sections:

- Navigation:** "Previous Page" (left), "Save Application" (center), and "Next Page" (right).
- Field 1:** "Have you ever served in the armed forces of the United States?" with a "Yes" radio button selected and a "No" radio button. Below it is a text area for discharge documentation.
- Field 2:** "Have you ever been a defendant in any court martial?" with a "Yes" radio button selected and a "No" radio button. Below it is a large text area labeled "court martial defendant details".
- Field 3:** "Have you registered for the Selective Service?" with a "Yes" radio button selected and a "No" radio button.
- Field 4:** "Date of Registration" with a calendar icon and the date "01/01/1990" entered.
- Field 5:** "City and State of Registration" with a dropdown menu showing "Selective Svc Reg City".
- Bottom Navigation:** "Previous Page" (left), "Save Application" (center), and "Next Page" (right).

Have you ever served in the armed forces of the United States: Click the radio button against *Yes* or *No* as applicable.

If the answer is Yes and you are discharged attach a copy of the document evidencing the discharge.

Have you ever been a defendant in any court martial: Click the radio button against *Yes* or *No* as applicable.

If the answer is affirmative, state the date, the nature of the charge, the facts, disposition of the matter and the location and designation of the military establishment where such proceedings took place: Use the space provided to enter the details asked for.

Have you registered for the Selective Service: Click the radio button against *Yes* or *No* as applicable.

Date of Registration: Use the Calendar to enter your date of registration in the Armed Forces.

City and State of Registration: Enter the name of the City and the State from where you registered.

Click the **Save Application** button to save the details that you have entered.

Click the **Next Page** link to move to the next application.

CREDIT HISTORY

Welcome Santharam Balakrishnan

My Status My Account My Application

APPLICATION FOR ADMISSION TO THE BAR OF MARYLAND
Part II

Credit History

NOTICE TO APPLICANT: Please complete the application, Attach all necessary required documents, Print sign and make oath to this form.
This Application will not be considered complete until the certificates, confirmation, and letters of references required are received for processing by the character committee.

Previous Page Save Application Next Page

* Fileds are mandatory

During the last five years disclose all established or maintained credit. Include secured loans, student loans, revolving credit cards and any other debt obligations you have had. None

Note: All disclosures, including account numbers are protected by a strict confidentiality rule, See Bar Admission Rule 19, "Confidentiality".

Credit Details

Spouse
wertr
werw

Add Details Remove Details

I presently owe money, SOME PART OF WHICH HAS BEEN DELINQUENT FOR MORE THAN 90 DAYS, to the following. * None

"Delinquent" means that you failed to make a required payment when due.

Delinquent Details

34534
ildyasdadsa askda a aki adadaa d

Add Details Remove Details

Previous Page Save Application Next Page

Fig 36 – Credit History page

NOTICE TO APPLICANT: Please complete the application. Attach all necessary documents. Print sign and make oath to this form.

This Application will not be considered complete until the certificates, confirmation, and letters of references required are received for processing by the Character Committee.

During the last five years disclose all established or maintained credit. Include secured loans, student loans, revolving credit cards and any other debt obligations you have had – If you have none of these, click the box next to None.

Note: All disclosures, including account numbers are protected by a strict confidentiality rule, See Bar Admission Rule 19, "Confidentiality".

Credit Details: To populate this field click the **Add Details** button. This opens the *Credit Details* page (Fig 37).

Electronic-Bar Applicant's Online Help

Details	
Name *	<input type="text"/>
Account Number *	<input type="text"/>
Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>

Save Details

Fig 37 – Credit Details page

Name: – Enter the name in this field.

Account number – Enter your bank account number here.

Address – Enter your address in this field.

City – Enter the name of your city.

State – Enter the name of your state.

Zip – Enter the zip code of your locality.

Country – Enter the name of your country.

Once done, click the *Save Details* link to save the information entered.

To remove the details entered in the *Credit Details* field, select the detail that you would like to remove and click the *Remove Details* link. The selected detail will be removed from the list.

I presently owe money, SOME PART OF WHICH HAS BEEN DELINQUENT FOR MORE THAN 90 DAYS, to the following.

If this is not applicable for you, click the box next to *None*.

Delinquent Details – If you have failed to make a required payment when due, then provide the details of the same by clicking the Add Details button. Clicking this link opens the Delinquent Details page (Fig 38).

Name of Creditor – Enter the name of the Creditor.

Balance Due – Enter the balance due amount

Electronic-Bar Applicant's Online Help

Date Incurred – Enter the ddd/mm/yyyy on which the ____ by clicking the calendar icon. Select the date as appropriate from the calendar.

Original Amount of Debt – Enter the original amount of Debt in this field.

Address – Enter the address of residence

City – Enter the name of your city.

State – Enter the name of your State here.

Zip – Enter the zip code of your locality.

Country – Enter the name of your country.



The screenshot shows a web form titled "Details" with a close button in the top right corner. The form contains the following fields:

Name of Creditor *	<input type="text"/>
Balance Due *	<input type="text"/>
Date Incurred *	<input type="text"/> 
Original Amount of Debt *	<input type="text"/>
Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>

At the bottom of the form, there is a green checkmark icon followed by the text "Save Details".

Fig 38 – Delinquent details page

Once done, click the *Save Details* link to save all the information provided. To remove the details entered in the Delinquent Details field, select the detail that you would like to remove and click the *Remove Details* link. The selected detail will be removed from the list.

Click the *Next Page* link to move to the next application.

LEGAL PROCEEDING HISTORY (CIVIL)

APPLICATION FOR ADMISSION TO THE BAR OF MARYLAND
Part II

Legal Action Details(Civil)
NOTICE TO APPLICANT: Please complete the application, Attach all necessary required documents, Print sign and make oath to this form.
 This Application will not be considered complete until the certificates, confirmation, and letters of references required are received for processing by the character committee.

◀ Previous Page Save Application ▶ Next Page

* Fileds are mandatory

Divorced details	<input type="text"/>	Add Details Remove Details
Pending details	<input type="text"/>	Add Details Remove Details
Annulled Marriage details	<input type="text"/>	Add Details Remove Details

Please give a complete list of all suits in equity, actions at law, suits in bankruptcy or other statutory proceedings, matters in probate, lunacy, guardianship and every other judicial or other administrative proceeding of every nature and kind, except divorce or criminal proceedings, to which you are or have been party * None

Legal Action List	<input type="text"/>	Add Details Remove Details
-------------------	----------------------	--------------------------------

I have attached to this Application certified copies of all judgments listed, whether satisfied or unsatisfied, and listed below the names and present addresses (with zip codes) of the holders * Yes No N/A

If no, describe your efforts to secure the docket lists or indices in each proceeding identified in above

◀ Previous Page Save Application ▶ Next Page

Fig 39 – Legal Proceeding Detail page

NOTICE TO APPLICANT: Please complete the application, Attach all necessary required documents, Print sign and make oath to this form.

This Application will not be considered complete until the certificates, confirmation, and letters of references required are received for processing by the character committee.

Divorced Details – Click the *Add Details* button to enter the details of your divorce (Fig 40).

Divorced Spouse Name- Enter the name of divorced spouse

Case Number – Enter the Case number here

Filing Date – Enter the date on which the divorce case was filed. Click the calendar icon to select and enter the dd/mm/yyyy.

Electronic-Bar Applicant's Online Help

Date of Divorce – Enter the date of divorce by clicking the calendar icon to select and enter the dd/mm/yyyy.

Grounds for Divorce – Describe the grounds on which the divorce took place.

NAME AND COMPLETE ADDRESS OF COURT INVOLVED

Name of court – Enter the name of the court involved in your divorce case.

Court address – Enter the address of the court here.

City - Enter the name of the city where the court is situated.

State – Enter the name of the State.

Zip – Enter the zip code of the locality where the court is situated.

Country – Enter the name of the country where the court is situated.

Electronic-Bar Applicant's Online Help

Divorce Details ✕

Divorced Spouse Name *	<input type="text"/>
Case Number *	<input type="text"/>
Filing Date *	<input type="text"/>
Date of Divorce *	<input type="text"/>
Grounds for Divorce *	<input type="text"/>
Name and complete Address of court involved	
Name of court *	<input type="text"/>
Court Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>
Plaintiff Details	
Plaintiff Name *	<input type="text"/>
Plaintiff Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>
Plaintiff Attorney Name *	<input type="text"/>
Plaintiff Attorney Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>
Defendant Details	
Defendant Name *	<input type="text"/>
Defendant Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>
Defendant Attorney Name *	<input type="text"/>
Defendant Attorney Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>

✔ Save Details

Fig 40 – Divorce details page

PLAINTIFF DETAILS

Plaintiff Name - Enter the name of the plaintiff here.

Plaintiff Details	
Plaintiff Name *	<input type="text"/>
Plaintiff Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>
Plaintiff Attorney Name *	<input type="text"/>
Plaintiff Attorney Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>

Plaintiff Address - Provide plaintiff's address in this field

City – Enter the name of the city here.

State – Enter the name of the State here

Zip – Enter the zip code of the locality where the plaintiff's office is.

Country – Enter the name of the country here.

Plaintiff Attorney Name – Enter the name of the Plaintiff Attorney.

Plaintiff Attorney Address – Enter the address of the Plaintiff's Attorney's address.

City – Enter the name of the city where the

State – Enter the name of the State where the

Zip – Enter the zip code of the locality where the

Country – Enter the name of the country where the

DEFENDANT DETAILS

Defendant Name – Enter the name of the defendant here.

Defendant Details	
Defendant Name *	<input type="text"/>
Defendant Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>
Defendant Attorney Name *	<input type="text"/>
Defendant Attorney Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>

Defendant Address – Enter the defendant's address

City – Enter the name of the city where the

State – Enter the name of the State where the

Zip – Enter the zip code of the locality where the

Country – Enter the name of the Country where the

Defendant Attorney Name – Enter the name of the Defendant Attorney here.

Defendant Attorney Address – Enter the address of Defendant Attorney.

City – Enter the name of the City here.

State – Enter the name of the State.

Zip – Enter the zip code of the locality where

Country – Enter the name of the Country where the

Electronic-Bar Applicant's Online Help

Once done, click the Save Details button to save all the changes made. To remove any details from this field, select the detail and click the Remove Details link.

PENDING DIVORCE DETAILS

Divorced Spouse Name – Enter the name of the divorced spouse here.

Pending Divorce Details	
Divorced Spouse Name *	<input type="text"/>
Case Number *	<input type="text"/>
Filing Date *	<input type="text" value="11/11"/>
Grounds for Divorce *	<input type="text"/>
Name and complete Address of court involved	
Name of court *	<input type="text"/>
Court Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>

Case Number – Enter the case number here.

Filing Date – Enter the date on which the divorce case was filed. Click the calendar icon to select and enter the dd/mm/yyyy.

Grounds for Divorce – Describe the grounds on which the divorce took place.

NAME AND COMPLETE ADDRESS OF COURT INVOLVED

Name of court – Enter the name of the court involved in your divorce case.

Name and complete Address of court involved	
Name of court *	<input type="text"/>
Court Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>

Court address – Enter the address of the court here.

City - Enter the name of the city where the court is situated.

State – Enter the name of the State.

Electronic-Bar Applicant's Online Help

Zip – Enter the zip code of the locality where the court is situated.

Country – Enter the name of the country where the court is situated.

Plaintiff Details

Plaintiff Name - Enter the name of the plaintiff here.

Plaintiff Details	
Plaintiff Name *	<input type="text"/>
Plaintiff Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>
Plaintiff Attorney Name *	<input type="text"/>
Plaintiff Attorney Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>

Plaintiff Address - Provide plaintiff's address in this field

City – Enter the name of the city here.

State – Enter the name of the State here

Zip – Enter the zip code of the locality where the plaintiff's office is.

Country – Enter the name of the country here.

Plaintiff Attorney Name – Enter the name of the Plaintiff Attorney.

Plaintiff Attorney Address – Enter the address of the Plaintiff's Attorney's address.

City – Enter the name of the city where the

State – Enter the name of the State where the

Electronic-Bar Applicant's Online Help

Zip – Enter the zip code of the locality where the

Country – Enter the name of the country where the

Defendant Details

Defendant Name – Enter the name of the defendant here.

Defendant Details	
Defendant Name *	<input type="text"/>
Defendant Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>
Defendant Attorney Name *	<input type="text"/>
Defendant Attorney Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>

Defendant Address – Enter the defendant's address

City – Enter the name of the city where the

State – Enter the name of the State where the

Zip – Enter the zip code of the locality where the

Country – Enter the name of the Country where the

Defendant Attorney Name – Enter the name of the Defendant Attorney here.

Defendant Attorney Address – Enter the address of Defendant Attorney.

City – Enter the name of the City here.

State – Enter the name of the State.

Electronic-Bar Applicant's Online Help


Zip – Enter the zip code of the locality where

Country – Enter the name of the Country where the

Once done, click the Save Details button to save all the changes made. To remove any details from this field, select the detail and click the Remove Details link.

ANNULLED MARRIAGE DETAILS

Spouse Name – Enter the name of spouse here.

Annulled Marriage Details	
Spouse Name *	<input type="text"/>
Case Number *	<input type="text"/>
Filing Date *	<input type="text"/> 
Grounds for Divorce *	<input type="text"/>
Name and complete Address of court involved	
Name of court *	<input type="text"/>
Court Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>

Case Number – Enter the case number here.

Filing Date – Enter the date on which the divorce case was filed. Click the calendar icon to select and enter the dd/mm/yyyy.

Grounds for Divorce – Describe the grounds on which the divorce took place.

Name and complete Address of court involved

Name of court – Enter the name of the court involved in your divorce case.

Court address – Enter the address of the court here.

City - Enter the name of the city where the court is situated.

State – Enter the name of the State.

Zip – Enter the zip code of the locality where the court is situated.

Country – Enter the name of the country where the court is situated.

Electronic-Bar Applicant's Online Help

Plaintiff Details

Plaintiff Name - Enter the name of the plaintiff here.

Plaintiff Details	
Plaintiff Name *	<input type="text"/>
Plaintiff Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>
Plaintiff Attorney Name *	<input type="text"/>
Plaintiff Attorney Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>

Plaintiff Address - Provide plaintiff's address in this field

City – Enter the name of the city here.

State – Enter the name of the State here

Zip – Enter the zip code of the locality where the plaintiff's office is.

Country – Enter the name of the country here.

Plaintiff Attorney Name – Enter the name of the Plaintiff Attorney.

Plaintiff Attorney Address – Enter the address of the Plaintiff's Attorney's address.

City – Enter the name of the city where the

State – Enter the name of the State where the

Zip – Enter the zip code of the locality where the

Electronic-Bar Applicant's Online Help

Country – Enter the name of the country where the

Defendant Details

Defendant Name – Enter the name of the defendant here.

Defendant Details	
Defendant Name *	<input type="text"/>
Defendant Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>
Defendant Attorney Name *	<input type="text"/>
Defendant Attorney Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>

Defendant Address – Enter the defendant's address

City – Enter the name of the city where the

State – Enter the name of the State where the

Zip – Enter the zip code of the locality where the

Country – Enter the name of the Country where the

Defendant Attorney Name – Enter the name of the Defendant Attorney here.

Defendant Attorney Address – Enter the address of Defendant Attorney.

City – Enter the name of the City here.

State – Enter the name of the State.

Zip – Enter the zip code of the locality where

Electronic-Bar Applicant's Online Help

Country – Enter the name of the Country where the

Once done, click the Save Details button to save all the changes made. To remove any details from this field, select the detail and click the Remove Details link.

Please give a complete list of all suits in equity, actions at law, suits in bankruptcy or other statutory proceedings, matters in probate, lunacy, guardianship and every other judicial or other administrative proceeding of every nature and kind, except divorce or criminal proceedings, to which you are or have been party- Click the box against *None* if the aforementioned are not applicable.

LEGAL ACTION LIST (CIVIL)

Complete Title of Action – Enter the

Case Number – Enter the case number here.

Filing Date – Enter the date on which the divorce case was filed. Click the calendar icon to select and enter the dd/mm/yyyy.

Name and complete Address of court involved

Name of court – Enter the name of the court involved in your divorce case.

Name and complete Address of court involved	
Name of court *	<input type="text"/>
Court Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>

Court address – Enter the address of the court here.

City - Enter the name of the city where the court is situated.

State – Enter the name of the State.

Zip – Enter the zip code of the locality where the court is situated.

Country – Enter the name of the country where the court is situated.

Electronic-Bar Applicant's Online Help

Plaintiff Details

Plaintiff Name - Enter the name of the plaintiff here.

Plaintiff Details	
Plaintiff Name *	<input type="text"/>
Plaintiff Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>
Plaintiff Attorney Name *	<input type="text"/>
Plaintiff Attorney Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>

Plaintiff Address - Provide plaintiff's address in this field

City – Enter the name of the city here.

State – Enter the name of the State here

Zip – Enter the zip code of the locality where the plaintiff's office is.

Country – Enter the name of the country here.

Plaintiff Attorney Name – Enter the name of the Plaintiff Attorney.

Plaintiff Attorney Address – Enter the address of the Plaintiff's Attorney's address.

City – Enter the name of the city where the

State – Enter the name of the State where the

Zip – Enter the zip code of the locality where the

Country – Enter the name of the country where the

Electronic-Bar Applicant's Online Help

Defendant Details

Defendant Name – Enter the name of the defendant here.

Defendant Details	
Defendant Name *	<input type="text"/>
Defendant Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>
Defendant Attorney Name *	<input type="text"/>
Defendant Attorney Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>

Defendant Address – Enter the defendant's address

City – Enter the name of the city where the

State – Enter the name of the State where the

Zip – Enter the zip code of the locality where the

Country – Enter the name of the Country where the

Defendant Attorney Name – Enter the name of the Defendant Attorney here.

Defendant Attorney Address – Enter the address of Defendant Attorney.

City – Enter the name of the City here.

State – Enter the name of the State.


Zip – Enter the zip code of the locality where

Country – Enter the name of the Country where the

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Trial Date – To enter the trial date, click the calendar icon to select and enter the dd/mm/yyyy.

Date of final disposition – To enter the date of final disposition, click the calendar icon to select and enter the dd/mm/yyyy.

DISPOSITION	
Disposition *	<input type="text"/>
Are you the subject of any continuing court order (e.g., for child support or payment of a money judgment) *	Yes <input type="radio"/> No <input type="radio"/>
Have any judgments ever been entered against you? *	Yes <input type="radio"/> No <input type="radio"/>
If Yes, Judgment Held By	<input type="text"/>
If Yes, amount of judgement	<input type="text"/>
If the disposition resulted in a judgment, has the judgment been satisfied *	Yes <input type="radio"/> No <input type="radio"/> N/A <input type="radio"/>
If yes, give the date the judgment was satisfied *	<input type="text"/> 
If no, what amount is still owing *	<input type="text"/>
Brief explanation of suit *	<input type="text"/>
Save Details	

Are you the subject of any continuing court order (e.g., for child support or payment of a money judgment) - Click the radio button *Yes* or *No* as applicable.

If the disposition resulted in a judgment, has the judgment been satisfied - Click the radio button *Yes* or *No* or *N/A* as applicable.

If Yes, give the date the judgment was satisfied – Click the calendar icon to select the date on which the judgment was satisfied.

If no, what amount is still owing – Enter the amount if your answer for the above is No.

Brief explanation of suit – Explain briefly about the suit here.

I have attached to this Application certified copies of all judgments listed, whether satisfied or unsatisfied, and listed below the names and present addresses (with zip codes) of the holders- Click the radio button *Yes* or *No* or *N/A* as applicable.

If no, describe your efforts to secure the docket lists or indices in each proceeding identified in above – Explain in this field about your efforts to secure the docket lists or indices in each proceeding.

Click *Save Application* button to save all the inputs.

Electronic-Bar Applicant's Online Help

Click the *Next Page* link to move to the next application.

LEGAL PROCEEDING HISTORY (CRIMINAL)

NOTICE TO APPLICANT: Please complete the application, Attach all necessary required documents, Print sign and make oath to this form. This Application will not be considered complete until the certificates, confirmation, and letters of references required are received for processing by the character committee.

The following is a complete record of all criminal proceedings including traffic citations, arrests, and summonses to which I am or have ever been a party. I have listed here all motor vehicle citations for moving violations (including all speeding citations) and excluded only occasional parking violations. (You are not required to disclose here, or in answer to question 10 any matter adjudicated under laws governing juveniles or any arrest or court proceedings in Maryland, the record of which was expunged pursuant to the law). – Click the box None if it is not applicable.

Legal Action List – Click the *Add Details* link to enter the details here.

Legal Action Details	
Case Number *	<input type="text"/>
Date *	<input type="text"/>
Name and complete Address of court involved	
Name of court *	<input type="text"/>
Court Address *	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>
Nature of Court Proceedings *	<input type="text"/>
Offense Charged *	<input type="text"/>
Caption of Case *	<input type="text"/>
Disposition *	<input type="text"/>
<input type="button" value="Save Details"/>	

Fig 42 – Legal Action details page

Electronic-Bar Applicant's Online Help

Case Number – Enter the Case number here.

Date – Click the calendar icon to enter the date in this field.

Name and complete address of court involved

Name of court - Enter the name of the court.

Court address – Enter the address of the court here.

City – Enter the name of the City here.

State – Enter the name of the State.

Zip – Enter the zip code of the locality where

Country – Enter the name of the Country where the

Nature of court proceedings – Enter the nature of the court proceedings here.

Offense charged – List the offense that has been charged against you.

Caption of case – Enter the Caption of the case.

Disposition – Enter the disposition in this field.

Click the *Save Details* button to save all the information.

To remove any details from this field, select the detail and click the *Remove Details* link.

I have attached certified copies of all charging documents, judgments/disposition documents and all docket entries in each proceeding identified above, except motor vehicle offenses not requiring a court appearance. - Click the radio button *Yes* or *No* or *N/A* as applicable.

If no, describe your efforts to secure the docket lists or indices in each proceeding identified in above – Describe your efforts that you had taken to secure the docket lists or indices in each proceeding identified.

Click *Save Application* button to save all the inputs.

Click the *Next Page* link to move to the next application.

BOND HISTORY

NOTICE TO APPLICANT: Please complete the application, Attach all necessary required documents, Print sign and make oath to this form.

This Application will not be considered complete until the certificates, confirmation, and letters of references required are received for processing by the character committee.

The screenshot shows a web form titled "APPLICATION FOR ADMISSION TO THE BAR OF MARYLAND" with a sub-header "Part II". The main heading is "Surety/Fidelity Bond Details". Below this is a "NOTICE TO APPLICANT" and a paragraph explaining that the application is not complete until certificates, confirmation, and letters of references are received. The form has navigation buttons for "Previous Page", "Save Application" (with a green checkmark), and "Next Page".

The first question is: "Have you ever been bonded under a surety bond*". It includes a definition: "A surety bond is a contract for indemnification against failure to perform a duty." and a prompt: "If so specify nature of office or position for which you were bonded, dates, amount of bond, name of Surety Company if known and whether anyone ever sought to recover upon your bond or to cancel the same." The "Yes" radio button is selected.

The second question is: "(b) Have you ever been refused fidelity or other bond.*". It includes a definition: "A fidelity bond is a contract for indemnification against breach of personal honesty by one in a position of trust." and a prompt: "If so state facts and circumstances". The "Yes" radio button is selected.

Fig 43 – Bond History page

HAVE YOU EVER BEEN BONDED UNDER A SURETY BOND

[A surety bond is a contract for indemnification against failure to perform a duty.]

If so specify nature of office or position for which you were bonded, dates, amount of bond, name of Surety Company if known and whether anyone ever sought to recover upon your bond or to cancel the same. – If you have ever been bonded under a surety bond, then specify the nature of office or position for which you were bonded.

(b) Have you ever been refused fidelity or other bond. Click the Yes or No radio button as applicable.

[A fidelity bond is a contract for indemnification against breach of personal honesty by one in a position of trust.]

Electronic-Bar Applicant's Online Help

If so state facts and circumstances – If you have been refused fidelity or any other bond, state the facts and circumstances.

Once done, click the *Save Application* button to save all the information.

Click the *Next Page* link to move to the next application.

EMPLOYMENT HISTORY

NOTICE TO APPLICANT: Please complete the application, Attach all necessary required documents, Print sign and make oath to this form.

This Application will not be considered complete until the certificates, confirmation, and letters of references required are received for processing by the character committee.

The screenshot shows a web form titled "APPLICATION FOR ADMISSION TO THE BAR OF MARYLAND Part II". The section is "Employment History". It contains a "NOTICE TO APPLICANT" and a question: "Have you been discharged or requested to resign from any employment *". Below the question is a "Yes" radio button and a "No" radio button. The "No" button is selected. There are "Previous Page", "Save Application", and "Next Page" buttons at the top and bottom. A "Employment Details List" section is visible with an "Add Details" button and a "Remove Details" button. A text input field contains the name "Yan".

Fig 44 – Employment History page

Enter your employment details by clicking the Add Details button. It opens to the Employment Details page (Fig 44a) where you need to fill in the following fields;

Electronic-Bar Applicant's Online Help

Employment Details	
Name of Employer *	<input type="text"/>
Address *	<input type="text"/>
Address	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text"/>
Zip *	<input type="text"/>
Country *	<input type="text"/>
Supervisor Name *	<input type="text"/>
TelePhone Number *	<input type="text"/>
Position Held *	<input type="text"/>
Dates of Employment	
From Date *	<input type="text"/>
To Date *	<input type="text"/>
Reason for Leaving	<input type="text"/>

Fig 44a – Update Account

Name of Employer – Enter the name of your employer here.

Address – Enter the address of your employer.

Address

City – Enter the name of the city where the

State - Enter the name of the State where the

Zip – Enter the zip code.

Country - Enter the name of the country where the

Supervisor Name – Enter the name of your supervisor.

Telephone Number – Enter the telephone number of your office

Position Held – Enter the position held by you in that office.

Electronic-Bar Applicant's Online Help

DATES OF EMPLOYMENT

From Date – Click the calendar icon to enter the from dd/mm/yyyy

To Date - Click the calendar icon to enter the to dd/mm/yyyy

Reason for Leaving – Explain the reasons for leaving your last employer.

Once done, click the *Save Details* button to save all the information.

To remove any details from this field, select the detail and click the *Remove Details* link.

Have you been discharged or requested to resign from any employment - Click the Yes or No radio button as applicable.

Once done, click the *Save Application* button to save all the information.

Click the *Next Page* link to move to the next application.

MENTAL HEALTH/ ADDICTION HISTORY

NOTICE TO APPLICANT: Please complete the application, Attach all necessary required documents, Print sign and make oath to this form. This Application will not be considered complete until the certificates, confirmation, and letters of references required are received for processing by the character committee.

The purpose of the following 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 Maryland, and the State Board of Law Examiners routinely certifies for admission individuals who have demonstrated personal responsibility and maturity in dealing with mental health and addiction issues. The Board of Law Examiners encourages applicants who may benefit from treatment to seek it. The Board of Law Examiners does not, by its questions, seek information regarding any matter which 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 of Law Examiners does not view these types of counseling as germane to the issue of whether an applicant is qualified to practice law.

- (a) (i) *Do you have any condition or impairment (such as substance abuse, alcohol abuse, or a mental, emotional, nervous, or behavioral disorder or condition) that in any way currently affects, or, if untreated or not otherwise actively managed, could affect your ability to practice law in a competent and professional manner In this question "currently" means recently enough that the condition could reasonably have an impact on your ability*

Electronic-Bar Applicant's Online Help

to function as a lawyer. "Actively managed" means that you receive the appropriate therapy, participate in supervised monitoring and/or a recognized peer support program, or utilize other appropriate support systems to cope with your condition or impairment.

Click the Yes or No radio button as applicable.

Mental Health/Addiction History

NOTICE TO APPLICANT: Please complete the application, Attach all necessary required documents, Print sign and make oath to this form.

This Application will not be considered complete until the certificates, confirmation, and letters of references required are received for processing by the character committee.

[Previous Page](#) [Save Application](#) [Next Page](#)

* Fileds are mandatory

The purpose of the following 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 Maryland, and the State Board of Law Examiners routinely certifies for admission individuals who have demonstrated personal responsibility and maturity in dealing with mental health and addiction issues. The Board of Law Examiners encourages applicants who may benefit from treatment to seek it. The Board of Law Examiners does not, by its questions, seek information regarding any matter which 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 of Law Examiners does not view these types of counseling as germane to the issue of whether an applicant is qualified to practice law.

(a) (i) Do you have any condition or impairment (such as substance abuse, alcohol abuse, or a mental, emotional, nervous, or behavioral disorder or condition) that in any way currently affects, or, if untreated or not otherwise actively managed, could affect your ability to practice law in a competent and professional manner? In this question "currently" means recently enough that the condition could reasonably have an impact on your ability to practice as a lawyer. "Actively managed" means that you receive the appropriate therapy, participate in supervised monitoring and/or a recognized peer support program, or utilize other appropriate support systems to cope with your condition or impairment. *

If you answer "Yes" explain briefly describing the condition or impairment.

Brief explanation of impairment

(ii) If your answer to (a) (i) of this question is affirmative, are the limitations caused by your disorder, condition, or substance abuse problem reduced or ameliorated because you receive ongoing therapy or treatment (with or without medication) or because you participate in a monitoring program or another support system (including A.A., N.A. etc.)? *

If you answer "Yes" explain briefly describing any treatment or therapy you received in the past year or receive now

treatment description

(b) Within the past three years have you raised the issue of drugs or alcohol consumption or a mental, emotional, nervous, or behavior disorder or condition as a defense, mitigation, or explanation for your actions in any judicial or administrative proceeding or investigation (including any inquiry or proceeding for proposed termination by an educational institution, employer, governmental agency, professional organization, or licensing authority)? *

If you answer "Yes" explain briefly

impairment used as a defense

If you answer "Yes" explain briefly describing the condition or impairment.

(ii) If your answer to (a) (i) of this question is affirmative, are the limitations caused by your disorder, condition, or substance abuse problem reduced or ameliorated because you receive ongoing therapy or treatment (with or without medication) or because you participate in a monitoring program or another support system (including A.A., N.A. etc.)

If you answer "Yes" explain briefly describing any treatment or therapy you received in the past year or receive now

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- (b) *Within the past three years have you raised the issue of drugs or alcohol consumption or a mental, emotional, nervous, or behavior disorder or condition as a defense, mitigation, or explanation for your actions in any judicial or administrative proceeding or investigation (including any inquiry or proceeding for proposed termination by an educational institution, employer, governmental agency, professional organization, or licensing authority)*

Click the Yes or No radio button as applicable.

If you answer "YES" to any of the questions above, you should ATTACH AN EXPLANATION describing the condition or impairment, and any treatment or therapy you received in the past year or receive now. If you have been under the care or supervision of a health-care professional, you also should SUBMIT A STATEMENT by the health-care professional specifying your current diagnosis, treatment regimen, and prognosis, and its bearing on your fitness to practice law.

Once done, click the *Save Application* button to save all the information.

Click the *Next Page* link to move to the next application.

PERSONAL REFERENCES

NOTICE TO APPLICANT: Please complete the application, Attach all necessary required documents, Print sign and make oath to this form.

This Application will not be considered complete until the certificates, confirmation, and letters of references required are received for processing by the character committee.

The following five persons, none of whom is married to another of the persons listed, and none of whom is a fellow law student, relative, or employer, have known me for at least five years immediately prior to the date of this QUESTIONNAIRE.

Here, you should enter all of your personal information for each of your references, be sure to complete all relevant sections and areas.

Electronic-Bar Applicant's Online Help

Welcome Test3 Rocco

[My Status](#) [My Account](#) [My Application](#) [Forms](#)

[Help](#)

APPLICATION FOR ADMISSION TO THE BAR OF MARYLAND
Part II

Personal Reference

NOTICE TO APPLICANT: Please complete the application, Attach all necessary required documents, Print sign and make oath to this form.
This Application will not be considered complete until the certificates, confirmation, and letters of references required are received for processing by the character committee.

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* Fields are mandatory

Each of the five individuals listed, will be asked to comment on the Applicant's conduct, General moral character and standards, legal ability, honesty, integrity, and fitness to practice law. The Applicant is responsible for pre-addressing the reference forms enclosed with this application.

Reference - 1	
Full Name *	Ref 1
Email Address	ref 1 e-mail
Address *	Ref 1 addr
Address	Ref 1 addr 2
city *	Ref 1 City
state *	Ref 1 State
zip *	11143
country *	Ref 1 Country

Reference - 2	
Full Name *	Ref 2
Email Address	Ref 2 e-mail
Address *	Ref 2 Addr
Address	Ref 2 Addr2
city *	Ref 2 City
state *	Ref 2 State
zip *	11144
country *	Ref 2 Cntry

Reference - 3	
Full Name *	Ref 3
Email Address	Ref 3 e-mail
Address *	Ref 3 addr
Address	Ref 3 Addr 2
city *	Ref 3 City
state *	Ref 3 State
zip *	11145
country *	Ref 3 Cntry

Reference - 4	
Full Name *	Ref 4
Email Address	Ref 4 e-mail
Address *	Ref 4 Addr
Address	Ref 4 Addr 2
city *	Ref 4 City
state *	Ref 4 State
zip *	11146
country *	Ref 4 Cntry

Reference - 5	
Full Name *	Ref 5
Email Address	Ref 5 e-mail
Address *	Ref 5 Addr
Address	Ref 5 addr2
city *	Ref 5 City
state *	Ref 5 State
zip *	11146
country *	Ref 5 Cntry

[Previous Page](#) [Save Application](#) [Next Page](#)

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Once completed, click the *Save Application* button to save all your information.

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Click the *Next Page* link to move to the next application.

ADMISSION TO ANY STATE BAR

NOTICE TO APPLICANT: Please complete the application, Attach all necessary required documents, Print sign and make oath to this form.

This Application will not be considered complete until the certificates, confirmation, and letters of references required are received for processing by the character committee.

Have you previously applied or registered for admission to the bar in this state or in any other jurisdiction

Click the *Yes* or *No* radio button as applicable.

If admitted, attach an original, sealed certificate of good standing. If not admitted, explain why not on a supplemental page.

If admitted, details – Click the *Add Details* button, to enter the following fields; *Jurisdiction* – Enter the jurisdiction here.

Date admitted – Enter the date in which you have been admitted.

Indicate whether admission was by – Click the drop down box to select from Admission by Examination, Admission on motion, Privilege.

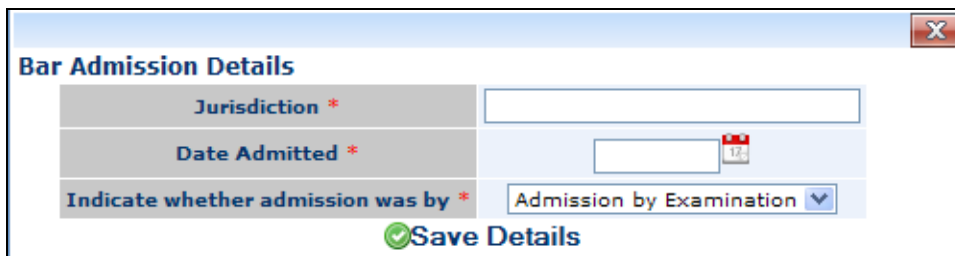
The image shows a screenshot of a web form titled "Bar Admission Details". The form has a light blue header with the title and a close button (X) in the top right corner. Below the header, there are three input fields: "Jurisdiction *" with a text box, "Date Admitted *" with a date picker, and "Indicate whether admission was by *" with a dropdown menu currently set to "Admission by Examination". At the bottom of the form, there is a green checkmark icon followed by the text "Save Details".

Fig 45 – Bar Admission details

Once completed, click *Save Details*.

Have you ever been the subject of a complaint or of a disciplinary investigation or proceeding concerning your conduct as an attorney or as a member of any other profession.

Click the *Yes* or *No* radio button as applicable.

If you answered yes, provide supported details.

Electronic-Bar Applicant's Online Help

Have there been any circumstances or unfavorable incidents in your life, whether at school, college, law school, business or otherwise, which may have a bearing upon your character or your fitness to practice law, not called for by the questions contained in this QUESTIONNAIRE or disclosed in your answers.

Click the Yes or No radio button as applicable.

If so, give full details, including any assertions or implication of dishonesty, misconduct, misrepresentation, financial irresponsibility, and disciplinary measures imposed (if any) by attaching a supplemental statement. You are not required to disclose, in response to this question, any juvenile proceeding or any criminal proceeding expunged pursuant to Maryland law. (Maryland law does not permit expungement of convictions.)

Once complete, click the *Save Application* button to save all the information.

PETITION SUBMISSION

PETITION TO TAKE MARYLAND BAR EXAMINATION	
ORIGINAL PETITION	
To the Honorable, the Court of Appeals of Maryland:	
<input type="button" value="Save Application"/> <input type="button" value="Next Page"/>	
* Fields are mandatory	
I petition to take the Maryland bar examination in <input type="text" value="Select..."/> and in support of my petition give the following information.	
Full name	
Enter Your Legal Name	my name as it should appear
Middle Name	My Middle Name
Last Name	My Last Name
Gender :	Male
Choose the address where you wish to receive your examination seat assignment	

Fig 46 – Petition Details

Choose the address where you wish to receive your examination seat assignment	
Mailing Address <input type="radio"/>	
Country	
Address	
Address	
County	
City	
State	
Zip/Postcode	
Permanent Address <input type="radio"/>	

Fig 47 – Petition Details Mailing options

Electronic-Bar Applicant's Online Help

You should select the address you wish to receive your examination seat assignment to, Mailing address or Permanent address, select as appropriate

Social Security Number (Last four digits)(If you do not have a Social Security Number, contact the State Board of Law Examiners for information regarding opening your account)	4444
Are you taking the bar examination concurrently in another jurisdiction	<input type="radio"/> Yes <input checked="" type="radio"/> No
If yes other jurisdiction	<input type="text"/>
Are you taking the Multistate Bar Examination(MBE) in	<input type="radio"/> Other Jurisdiction <input checked="" type="radio"/> Maryland
LSAC Number	LSA1234567
If the examination you plan to take will be offered at multiple sites, indicate, in rank order, your site preferences by visiting to the following website. http://www.courts.state.md.us/ble/pdfs/qbdates.pdf Please review these locations and insert your preference at the bottom of your Printed Petition on the line provided :	
<input checked="" type="checkbox"/> Save Application	
Next Page	

Fig 48 – Petition Details

Fig 48 states that you should select if you are taking the examination concurrently in another jurisdiction, and you should also add your LSAC number.

REQUEST FOR USE OF LAPTOP

PETITION TO TAKE MARYLAND BAR EXAMINATION	
Request For Use Of Laptop	
<input checked="" type="checkbox"/> Save Application	
Next Page	
* Fileds are mandatory	
Indicate whether you will*	<input checked="" type="radio"/> Handwrite the written test <input type="radio"/> Use a laptop computer for the written test
Email address to be used for Laptop computer use*	<input type="text" value="my_email_address@yahoo.com"/>
Before you apply to use a laptop for the general bar examination, you should read all instructions and information located at www.mdcourts.gov and also read the ExamSoft frequently asked questions (FAQs) on the "Support" tab at www.examsoft.com/mdbar . Each participant will have to pay a fee directly to the software security vendor, ExamSoft, for use of its proprietary software, SoFTest, and for access to an electric outlet and wireless Internet. The only form of payment which will be accepted is a credit card (Mastercard, Visa, or American Express). Payment must be made on-line at ExamSoft's website when registering the laptop. Once you register to use your laptop, none of your laptop fee is refundable. Note that you must register and pay for using SoFTest for each exam even if you previously installed and used SoFTest for another examination. I have completely read all instructions and information for laptop use for the general bar examination located at www.mdcourts.gov as well as the FAQ's located at www.examsoft.com/mdbar .	
<input type="checkbox"/> I have read and understand the requirements and terms to use my Laptop for the written examination.	
<input checked="" type="checkbox"/> Save Application	
Next Page	

Fig 49 – Laptop Request

Fig 49 states that you should select if you will take the exam with a laptop or if you will be hand writing the test, you should also read the statement before agreeing and clicking on the check box in agreement.

Electronic-Bar Applicant's Online Help

REQUEST FOR SPECIAL ACCOMMODATION

Request For Special Accommodations

[Previous Page](#) [Save Application](#)

* Fileds are mandatory

Are you applying for test accommodations for the bar examination* Yes No

If YES Please provide the following details.

State Specific Test Accommodations Sought*

An applicant who has a disability, as defined by the Americans with Disabilities Act, may request test accommodations for the bar examination to assure that he or she receives a fair and equal opportunity to fully demonstrate his or her competence. Please go to www.mdcourts.gov for complete instructions, application and deadline dates for requesting test accommodations. In order to receive consideration you must complete the test accommodation application and submit with all required documentation.

Your request for test accommodations should be mailed separately from the bar application. It is advisable to submit your request for test accommodations at least 90 days before the examination you plan to take. The State Board of Law examiners ("Board") will reject your request if it is not received by the deadline.

I have read and understand the requirements and terms of Special Accomodation for written examination.

[Previous Page](#) [Save Application](#)

Fig 50 – Request for Special Accommodation

You should complete this section only if you are planning on requesting for special accommodation, please state yes or no, if yes please add specific details sought in the text box provided, not forgetting to check the box regarding you understand the requirements for special accommodation.

Petition is almost complete, you should Save your application, then move to My Application Checklist and click on Submit Application

Fig 51 – Submitting the Application

SUBMITTING YOUR APPLICATION

You should complete this by submitting your Application to the State Board of Law Examiners, by clicking on Submit Application.

- Request for use of Laptop**
- Request For Special Accomodations**
- Submit Application**
- Submit Petition**

SUBMIT APPLICATION WARNING NOTICE

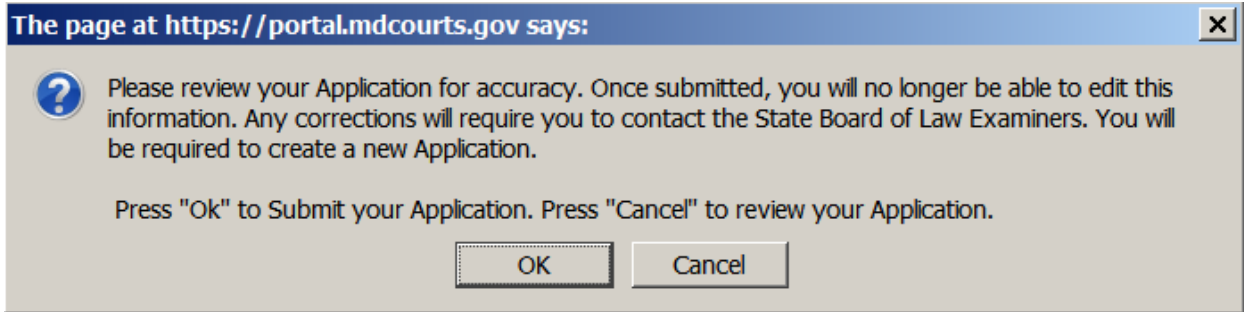


Fig 52 – Submitting the Application Warning Notice

You should only submit your Application if you are confident that you have completed all sections to the best of your ability, once submitted you will not be able to edit it, if your unsure you may click on Cancel and review all of the area for correctness, or click OK to submit.

SUBMIT MY PETITION

- Request for use of Laptop**
- Request For Special Accommodations**
- Submit Application**
- Submit Petition**

Fig 53 – Submitting Your Petition

You should complete your Petition by clicking on the Submit Petition submitting your Application to the State Board of Law Examiners, by clicking on Submit it you are agreeing to all sections of completeness.

SUBMIT PETITION WARNING NOTICE

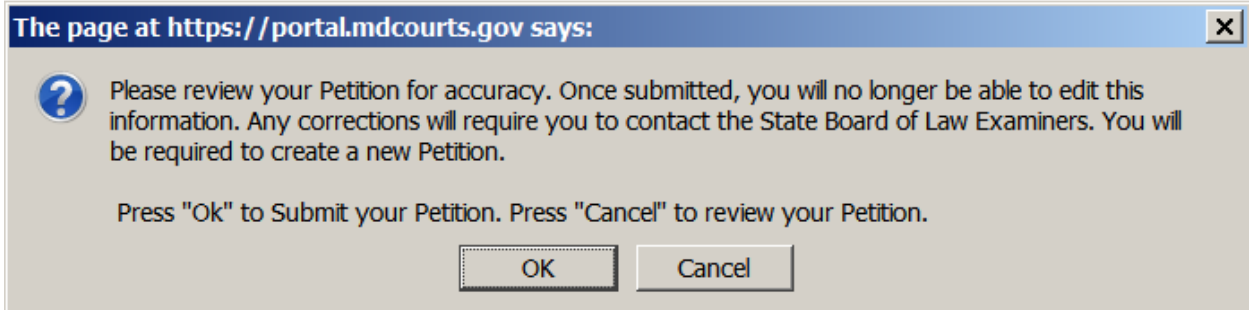


Fig 54 – Submitting Your Petition Warning Notice

You should only submit your Petition if you are confident that you have completed all sections to the best of your ability, once submitted you will not be able to edit this Petition and you will have to create this entire application again, if you're unsure you may click on Cancel and review all of the areas for correctness.

Once you are completely satisfied that all sections are complete, correct and ready you can click on submit again and select OK when the warning screen appears.

Once you have checked and submitted both your Application and your Petition you have completed the process, you should now return to your Status tab and print out all sections.

Electronic-Bar Applicant's Online Help

PRINTING MY PETITION, PART I AND PART II




Bar Application Status		
(Part I) Eligibility	Eligibility met	
(Part II) Character & Fitness	Investigation Review	
Examination		
Petition	Petition accepted	
Laptop (Exam Soft)	Granted	
Test Accomodations	Denied	

Fig 55 – Printing My Part I, Part II and my Petition

Click on the printer icons to the right of your Bar Application Status, you should print out each section in turn, collate all sections, and submit with any corresponding documentation that has been requested by the State Board of Law Examiners.

Check

SUBMISSION CHECKLIST

SUBMISSION CHECKLIST	
	Maryland Bar Rules of Professional Conduct
	Certification as to College Education (Pre-Legal)
	Certified Copy of Complete Driving History
	Certified Copy of Order Changing Name
	Copy of the Court Order(s) requiring the Support Payment
	Certification of High School
	Certification of Graduate School
	Certified Copy of Armed Forces Discharge Document
	Certified Copy of all Civil Judgments
	Certified Copy of all Judgments and Docket Entries in all Criminal Proceedings
	Self Statement of Condition or Impairment
	Health Care Professional Report
	Personal Reference
	Certificate of Good standing from each Jurisdiction
	Petition to sit for Maryland Bar Exam
	Certification of Paid Maryland Taxes
	Rule of Professional Conduct Essay
	Certification of Disclosure
	Authorization and Release (Notarization Required)
	Signature on Maryland Rules of Professional Conduct
	Signature Affidavit of Full and Truthful disclosure
	Self Statement concerning any matter bearing character and fitness to practice Law

You should ensure that all of the above areas have been addressed and were applicable all the necessary area within the online application have been appropriately completed and checked.

UNDERSTANDING THE APPLICATION CHECKLIST ICONS

On the application check list, and once you have completed all sections, this will show up specific icons key on (Fig – 46) for the definition, below is the description for each Icon and what it represents.

Red Cross - indicates that this section has not been started, you can simply click on the name of the section next to the icon and this will take you to the appropriate section directly.

Electronic-Bar Applicant's Online Help

Yellow Triangle/ Exclamation Mark - indicates that you have either left this section incomplete or that you may have over looked some part of the application which maybe a mandatory selection, you should review this section for completeness if this shows on any part of your check list, you will not be able to complete your Application until this section is complete.

Green Check - Indicates that you have completed all areas of this section, and should move to the next section, as appropriate.























APPLICATION CHECKLIST	
	Instructions & Help
 General Instructions	
 Maryland Bar Rules of Professional Conduct	
	Part I
 College Education	
	Part II
 Personal Identification	
 Marital History	
 Court Ordered Spousal Or Child Support	
 Residential History	
 Educational History	
 Armed Forces Details	
 Credit History	
 Legal Proceeding History (Civil)	
 Legal Proceeding History (Criminal)	
 Bond History	
 Employment History	
 Mental Health/Addiction History	
 Personal Reference	
 Admission to Any State Bar	
 Petition to sit for Maryland Bar Exam(ORIGINAL)	
 Request for use of Laptop	
 Request For Special Accomodations	
 Submit Application	
 Submit Petition	

Fig 46 – Application Checklist