

1. [How to Submit a Waiver request](#)

Waiver requests are submitted electronically through ATLAS, in connection with an active, pending application. Supplemental documentation is uploaded electronically through ATLAS. Please see [FAQs- Waiver Requests](#) for detailed instructions.

2. [Instructions and Guidelines for Requesting a Waiver of Filing Fees](#)

Under Rule 18(b) the Board does not refund or transfer fees in the event of the withdrawal of any Declaration or Application, nor in the event a determination is made by the Board that the Applicant or Declarant does not meet admission requirements. However, Rule 18(c) provides that any fee required under these Rules may be waived or lowered by the Board upon written request and proof of indigence. Since April of 1982 it has been the Board's policy that any individual making such a request must show that indigence is a result of circumstances that are unusual in relation to those of other law students (or similar applicants) and that those circumstances were generally caused by sudden and unexpected hardship for which there is no foreseeable resolution.

1. Complete and Upload an [Income and Expense form](#). **NOTE:** If you are requesting a fee waiver in connection with the rescheduling of the July/September Texas Bar Exam, you do **not** need to provide income documentation.
2. Upload copies of your federal income tax return, or evidence of your earnings, for the previous two years and complete the attached Income and Expense Information sheets, and
3. Upload a statement addressing these factors:
 - a. apparent intent of Rules 18 (b) and (c)
 - b. evidence of financial condition, including required financial information from applicant
 - c. indigence, if shown, is a result of circumstances that are unusual in relation to those of other law students, and those circumstances, if any, were generally caused by sudden, unexpected hardship for which there is no foreseeable resolution
 - d. evidence of ability or inability to obtain or borrow funds from other sources to pay filing fee
 - e. evidence as to employment, and efforts or ability to obtain even temporary employment
 - f. efforts to plan, budget or forgo other items to pay filing fees
 - g. evidence of ability or inability to obtain or borrow funds to pay for bar review courses

4. In addition, if you are requesting a waiver of any late fees, you must upload a statement addressing the factors set out in Instructions and Guidelines for Requesting a Waiver of Late Fees, below.

3. Instructions and Guidelines for Requesting a Waiver of Late Fees

Rule 9 provides the filing deadlines for the July and February exams, and Rule 18 sets out the applicable late fees. **No applications will be accepted after the Final Filing deadline, for any reason. No exceptions.**

Below are some factors an applicant may need to address in a request for waiver of a late fee:

1. Apparent intent of Rule 9.
2. Evidence as to conscientiousness of effort to timely comply.
3. Amount of delay (specify your deadline or due date, the date you filed, and the number of days late)
4. Reasons why your best efforts were unsuccessful
5. Conscious indifference or neglect, including applicant's lack of knowledge of deadline or familiarity with applicable rules and instructions
6. Sudden or unexpected adverse circumstances **other than** the usual or ordinary consequences of missing a bar application deadline and the resulting delay in obtaining professional status or employment.

4. Guidelines for Evaluation of Requests for Waiver of the Five-time limit on attempts to pass the Texas Bar Examination pursuant to Rule 11(f) of the Rules Governing Admission to the Bar of Texas.

1. The waiver request shall be in writing, on forms designated by the Board, accompanied by such fees as prescribed by the Board, and shall show good cause for waiving the Rule 11(f) five-time limit;
2. The burden of proof shall be upon the Applicant;
3. The Applicant shall not have filed a request to waive the 5 time limit under Rule 11(f) within the past two years;
4. The Applicant shall otherwise be eligible to take the Texas Bar Examination;
5. The Applicant shall demonstrate to the Board that mitigating circumstances exist and there has been a substantial change in the degree of the Applicant's legal learning which makes it probable that the Applicant will pass the Texas Bar Examination or the Applicant shall demonstrate to the Board that substantial changes have occurred in the Applicant's life by reason of

education, work, experience, training and/or personal circumstances which make it substantially more likely that the Applicant will pass the Texas Bar Examination;

6. The Applicant shall complete or have completed such additional review courses or additional legal study as the Board may require; and
7. The request to waive Rule 11(f) shall not be considered with a request to waive any other requirement of the Rules Governing Admission to the Bar of Texas.

5. Guidelines for Considering Requests to Waive the MPRE Requirement of Rules 2(a)(7) and 5

Adopted by the Board on September 15, 2017

Rules 2(a)(7) and 5 of the Rules Governing Admission to the Bar Exam require applicants to furnish evidence that they have passed the Multistate Professional Responsibility Examination with a scaled score of 85.

Rule 20(e) gives the Board of Law Examiners discretion to waive specific requirements of the Rules “for good cause shown to the satisfaction of the Board,” “unless it appears [from the Rules] that no exceptions are contemplated by the Supreme Court.”

The Board may grant a request to waive the MPRE requirement for attorneys licensed in other states who are seeking admission to the Bar of Texas if the following apply:

- (1) The MPRE was not required for the attorney applicant at the time the attorney applicant was originally licensed in another state.
- (2) The attorney applicant has never been the subject of attorney discipline in another jurisdiction.
- (3) The attorney applicant has never scored less than an 85 on the MPRE.

6. General Guidelines

Adopted by the Board on March 27, 2020

In the absence of specific guidelines for a waiving a particular Rule, the Board may consider the following when assessing whether an applicant has established good cause for why the applicant should not be required to satisfy the Court’s Rules:

- Whether the applicant is precluded or unduly hindered from satisfying the Court’s Rules because of circumstances beyond the applicant’s control, such as illness, war, or acts of God.
- Whether the applicant is precluded or unduly hindered from satisfying the Court’s Rules because of circumstances that were not readily anticipated by the Court when the Court set standards or carved out exceptions to those standards.
- Whether, given the applicant’s circumstances, the Court’s Rules provide another path to licensure for the applicant, without the necessity of waiving any requirements.

The Board may consider, but is not bound by, past decisions by the Board in similar circumstances.