

## **Checklist for Texas Bar Exam Applications from Attorneys from Another State**

This checklist is for your convenience. Do not upload it. It is not a substitute for reading and complying with the [Rules Governing Admission to the Bar of Texas](#).

### **To submit your application**

- Photo** – Upload an acceptable photo through the Upload Your Photo feature.
- Instructions** – Read. When you are done, a green checkmark will appear.
- Application** – Complete. When you are done, a green checkmark will appear.
- Authorization and Release** – Complete, then upload through the Upload Required Documents feature.
- Handwriting Sample** – Complete, then upload through the Upload Required Documents feature.
- Government-Issued ID** – Upload a color scan through the Upload Required Documents feature.
- Testing Accommodations** – If you are applying for testing accommodations, you must upload all other required forms and documents through the Upload Required Documents feature at the time you submit your bar exam application.
- Submit Application and Pay Fees by the [Deadline](#)** – Once you have completed each step above, a green Submit button will appear. Click it and follow the prompts to submit fees.

### **Required for Character & Fitness Investigation**

- Fingerprints** – Complete the [fingerprinting process](#).
- Law School Application** – For each law school you attended within the last 5 years seeking a JD or other law degree, upload your law school application through the Upload Required Documents feature.
- [Certificate\(s\) of Good Standing](#) and [Statement\(s\) of Discipline](#)** – For each state or foreign nation in which you are, or ever have been, authorized to practice law, upload a Certificate of Good Standing and a Statement of Discipline through the Upload Required Documents feature.
- Additional Information & Updates** – Depending how you answered certain questions in your application, you may need to upload additional required documents. Review the Upload Required Documents page and upload all required documentation. If Board staff requests additional information or documents, immediately provide such information. You are obligated to amend your application as needed so that your responses remain full, frank, true, and correct.

### **To receive admission ticket for bar exam**

- JD Certification** – Complete the top box, then give the form to your law school. Admission tickets will be delivered after February 1 for the February bar exam and after July 1 for the July bar exam.
- Exam Eligibility Approval** – Once we have approved your eligibility to take the exam, a note will appear on your ATLAS User Home page.

### **To use your laptop for the bar exam**

- Laptop Registration** – If you have applied to use your laptop on the exam, you will need to complete laptop registration, which includes purchasing and installing Exam360. See our [Laptop Information page](#) for details.

### **To be licensed**

- Pass the Bar Exam**
- Birth Certificate or Other [Rule 2\(a\)\(5\)](#) Documentation** – Upload a color scan through the Upload Required Documents feature.
- JD Certification** – Complete the top box, then give the form to your law school.
- MPRE** – Have your MPRE score of 85 or higher reported to us. See our [FAQs](#) for more information.
- Character and Fitness Approval** – The Board has 270 days to complete its character and fitness investigation. For more information, please see our [Character & Fitness page](#).
- Texas Law Course (TLC)** – [Please see our TLC FAQs](#).

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