Checklist for Texas Bar Exam Applications for Courtesy Seating

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.

☐ **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 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.

To receive admission ticket for 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.

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