

Checklist for Texas Applications for Foreign Legal Consultant Certification

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

- 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.
- FLC Sponsor Signature Page** – Complete, then upload through the Upload Required Documents feature.
- FLC Designation of Agent** – Complete, then upload through the Upload Required Documents feature.
- Government-Issued ID** – Upload a color scan through the Upload Required Documents feature.
- Submit Application and Pay Fees** – 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](#).
- [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.

To be certified

- Character and Fitness Approval** – The Board has 270 days to complete its character and fitness investigation. 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. For more information, please see our [Character & Fitness page](#).

This checklist is for your convenience. Do not upload it.