

COLORADO SUPREME COURT OFFICE OF ATTORNEY ADMISSIONS
1300 Broadway, Suite 520
Denver, Colorado 80203
(303) 928-7770
www.coloradosupremecourt.us

**INSTRUCTIONS FOR FILING A REQUEST FOR ELIGIBILITY OF FOREIGN
LAW SCHOOL GRADUATES TO SIT FOR
THE COLORADO BAR EXAMINATION**

1. Review the Rule 203.4(3)(c)(i)-(iii), C.R.C.P. on the next page.
2. If you meet all the criteria of this rule, you may submit a Petition for determination of Eligibility to sit for the Colorado Bar Exam pursuant to C.R.C.P. 203.4(3)(c)(i)-(iii).
3. **Include a check for \$100.00.** If you are determined eligible to sit for the exam the \$100 fee will be credited to the application fee; if not eligible, your fee will not be refunded.
4. Your written request need not follow any particular form, but must be typewritten. Include the following information with your request:
 - a. **A copy of your law school transcripts**, reflecting dates of attendance, course work, type of degree and date of graduation.
 - b. **A certificate from all Courts** before which you are admitted to practice law verifying your admission and good standing to practice law.
 - c. **Provide a list in chronological order of every period of employment (or unemployment) during the most recent five years. For each period include:**
 - **your position title,**
 - the exact dates of each period of legal employment (beginning and ending);
 - **A detailed description** of each period of legal activity since your admission to practice law with an approximation of the percentage of time devoted to each activity;
 - the complete address from which each period of your law practice activities were carried out; and
 - the complete residence address where you lived during each period of employment listed.
5. All documents must be **original or certified** copies. Notarized photocopies will not be accepted for review.

6. Mail your request, documentation and payment to:

**Colorado Supreme Court
Office of Attorney Admissions
1300 Broadway, Suite 520
Denver CO 80203**

7. You may begin completing your application at any time. However, your eligibility to sit for the exam **MUST BE DETERMINED BEFORE** you may file your completed application to sit for the examination. The completed application must be filed by the applicable filing deadline.
8. Deadlines and application procedures are described under the “Exam Information” option on this website.

**Rule 203.4 (in part) Applications for Admission by Colorado Bar Examination –
Foreign Educated Attorneys**

- (1) All applicants who are ineligible for admission on motion as a qualified out-of-state attorney as set forth in C.R.C.P. 203.2, or by UBE score transfer as set forth in C.R.C.P. 203.3, must, as a condition of admission, take and pass the Colorado bar examination.
- (2) Colorado bar examination applications must be received on or before the first day of November preceding the February bar examination; or on or before the first day of April preceding the July bar examination; or at such other times as may be designated by the Supreme Court.
- (3) By the time of the examination, Colorado bar examination applicants must have received:
 - (c) a first professional law degree from a law school in a common law, English-speaking nation other than the United States provided that such applicant shall:
 - i) have been admitted to the bar of the nation where the applicant received the first professional law degree or in another foreign or United States jurisdiction;
 - ii) establish that the applicant is currently a member in good standing in all jurisdictions where admitted; and
 - iii) have been primarily engaged in the active practice of law, as defined by C.R.C.P. 203.2, for three of the five years immediately preceding application for admission to the practice of law in Colorado.

Additional requirements must be met prior to becoming admitted to practice law in Colorado. To review the rules in their entirety, please refer to C.R.C.P. 202 – 212 at: <http://coloradosupremecourt.com/Future%20Lawyers/BarExamination.asp>.