



The State Bar Court of California

APPLICATION FOR MORAL CHARACTER PROCEEDING APPEAL OF ADVERSE DETERMINATION OF MORAL CHARACTER INSTRUCTIONS AND REQUIREMENTS

- 1. Beginning Proceeding.** If the Committee of Bar Examiners (Committee) issues an adverse moral character determination, an applicant may file an Application for Moral Character Proceeding on that determination with the State Bar Court in accordance with the Rules of Procedure of the State Bar on Moral Character Proceedings. (Rules of the State Bar, Title 4, Div. 1, Ch. 4, rule 4.47; Rules Proc. of State Bar, rules 5.460, et seq.) The application must be filed in writing, either in pleading format or by completing the attached form. Applicants should review all applicable rules before submitting a request. **Note: use of the form is optional.**
- 2. Caption.** If using the form, fill out all requested information in the caption. If you are represented by counsel, fill in that person's name; if you are not represented by counsel leave that space blank. "In the Matter of" should be completed with the applicant's full name. File Number is the applicant's Admissions file number with the State Bar of California, as shown on the letter giving notice of the adverse determination.
- 3. Filing Deadline.** The application, with the filing fee, must be filed with the State Bar Court within 60 days from the date the notice of adverse moral character determination was served. The date of service is the date of the letter notifying you of the adverse determination.
- 4. Service.** A copy of the application and supporting documents must be served on the Committee of Bar Examiners, at the Office of Admissions of the State Bar, 180 Howard Street, San Francisco, California, 94105, and on the Office of Chief Trial Counsel, at either 180 Howard Street, San Francisco, California, 94105 or 845 South Figueroa Street, Los Angeles, California, 90017. Service may be by certified mail, return receipt requested, in accordance with the requirements of rule 5.25 of the Rules of Procedure of the State Bar or by electronic service to the email addresses specified on the State Bar's website for service on the Committee of Bar Examiners and the Office of Chief Trial Counsel. Proof of service must be attached to the application at the time of filing.

5. **Notice of Adverse Determination Attached.** A copy of the notice of adverse determination must be attached to the application.
6. **Filing Fee.** The application must be accompanied by the fee for filing an Appeal of Adverse Determination of Moral Character (Rule 4.47) set forth in the Schedule of Charges and Deadlines. The fee must be paid by check or money order, payable to the Committee of Bar Examiners and must be submitted to the State Bar Court with the application. The fee is currently set at \$514.
7. **Additional Information.** An applicant may include additional information and attach additional documents in support of their application.
8. **Signatures.** The application must be signed by the applicant or, if the applicant is represented by counsel, by counsel for the applicant.