

New York State Board of Law Examiners
Corporate Plaza –Building 3
254 Washington Avenue Extension
Albany, NY 12203-5195

LAW SCHOOL CERTIFICATE OF ATTENDANCE FORM

Instructions for Applicants: If you obtained your first degree in law (JD) from a U.S. law school and are qualifying for the bar examination on the basis of either 520.3 or 520.5 of the Rules of the Court of Appeals of the State of New York, provide this form to your law school for completion. This form does not apply to applicants who obtained their first degree in law outside of the United States.

Instructions for Law School: This form should only be completed by an authorized official of the law school and not by the applicant. This form should be completed only for *Juris Doctor* graduates of law schools in the United States. Please answer ALL questions on this form and please **DO NOT CROSS OUT OR OTHERWISE ALTER ANY OF THE QUESTIONS ON THIS FORM.** The information provided on this form will be used to confirm that an applicant has strictly complied with the eligibility requirements (including residency requirements) of Section 520.3 or 520.5 of the Rules of the Court of Appeals of the State of New York. **In lieu of this Certificate of Attendance the law school may furnish a final official transcript directly to the Board offices.**

The completed form or an official transcript must be received at the Board office **no later than February 1st** for the February examination and **no later than June 15th** for the July examination.

1. Name of Law School _____

2. This is to certify that _____, _____
(Name) (BOLE ID or Social Security #)

was in good and regular attendance and took and successfully completed the prescribed course of instruction required at the above named law school for the degree of *Juris Doctor*, during the following stated periods [please include dates of attendance for each semester in residence otherwise this form will be returned to the law school]:

from _____, 19/20 _____ to _____, 19/20 _____
from _____, 19/20 _____ to _____, 19/20 _____
from _____, 19/20 _____ to _____, 19/20 _____
from _____, 19/20 _____ to _____, 19/20 _____
from _____, 19/20 _____ to _____, 19/20 _____
from _____, 19/20 _____ to _____, 19/20 _____
from _____, 19/20 _____ to _____, 19/20 _____
from _____, 19/20 _____ to _____, 19/20 _____

3. Said applicant was duly graduated from this law school with the degree of *Juris Doctor* on the _____ day of _____, 19/20_____.

Please note: If the student has not yet graduated please attach a written statement confirming that the student has successfully completed the prescribed course of instruction required for a first degree in law, the anticipated date of graduation, and the reason for the delayed graduation date.

4. Please indicate whether the applicant was a full-time or part-time student and/or enrolled in a joint-degree program. If the applicant transferred from full-time to part-time status (or part-time to full-time) please specify their status for each semester in residence.

*(A) From _____ to _____
applicant was a **full-time** student at this law school.

*(B) From _____ to _____
applicant was a **part-time** student at this law school.

*(C) From _____ to _____
applicant was enrolled in **joint-degree** program at this law school. (Please forward an official transcript showing any and all credits given toward the *Juris Doctor* degree, and if the student has not yet graduated please attach a written statement confirming that the student has successfully completed the prescribed course of instruction required for a first degree in law, the anticipated date of graduation, and the reason for the delayed graduation date).

5. That the above named applicant took and passed all examinations in all subjects required for the granting of the degree of Juris Doctor at said school.

6. **Clinical Coursework:** That the applicant took the following clinical courses:

Title or Description	Credit Hours
_____	_____
_____	_____
_____	_____

*7. **Transfer Credits:** That said applicant was given credit in this school for law school study undertaken at the following law school: _____ for _____ semesters. *A transcript showing the law school study at such law school for which credit was given **MUST** be attached.*

WITNESS my hand and the seal of said Law School at _____, this _____ day
(City and State)
of _____, 20____.

(SEAL)

Dean or other officer authorized to sign

**Strike Paragraph if not applicable*