

APPLICATION WITH EXAMINATION CHECKLIST

The following items **must** be submitted in order for your application to be accepted and processed. Documents are uploaded to your online application. Fingerprint cards are requested by emailing SD.BarExaminers@ujs.state.sd.us and providing your mailing address. And **must** be received by the application deadline.

South Dakota Application to Practice Law

- ☐ Application
- ☐ Recent photograph of applicant (within past 6 months)
- ☐ A copy of law school application(s) for any school listed in PART TWO, with amendments and corrections made to said application(s) during law school career.
- ☐ Dean Certificate of Study
 - The completed certificate if you have graduated from law school, or;
 - Applicant's prepared and signed statement that the dean will send it to the Board of Bar Examiners upon graduation.
- ☐ Application fee of \$450.00

NCBE Standard Request for Preparation of a Character Report Application.

- ☐ Application
- ☐ Signed Acknowledgement of Complete Application
- ☐ Signed Authorization and Release form
- ☐ Payment confirmation receipt

South Dakota DCI & FBI fingerprint cards in envelope provided. (SD ORI cards only)

- ☐ Fully rolled set of fingerprints printed by local law enforcement agency on completed cards.
- ☐ Fee of \$43.25 (cashier's check or money order) made payable to SD Division of Criminal Investigation.
- ☐ If applicable, completed application forms for special testing accommodations.
- ☐ Optional Exemplify Laptop Registration form completed and signed, and payment of \$100.00