

Virginia Board of Bar Examiners

Update of a Previously Filed Application

COVER PAGE

Please review the checklist
for instructions and required documentation.

Attach photos per instructions on the Exam Identification Photos page.

Your Update of a Previously Filed Application
MUST be signed and notarized.

===== FOR OFFICE USE ONLY =====

Jane Smith Finnegan

Option 2B

Transferring July 2019 MBE Score from New York/previously submitted

VIRGINIA BOARD OF BAR EXAMINERS

2201 West Broad Street

Suite 101

Richmond, Virginia 23220-2022

804-367-0412

UPDATE OF A PREVIOUSLY FILED APPLICATIONNCBE - N12345678
Option 2B

Processor:

OFFICE USE ONLY

Revised September 2019

Version 5.2 - Submitted September 27, 2021 - 19984

I, **Jane Smith Finnegan**, hereby update my previous application and apply to the Virginia Board of Bar Examiners for permission to sit for the **February 2022** Virginia Bar Examination and for a license to practice law in the Commonwealth of Virginia in conformity with the Rules of the Board and the laws of the Commonwealth of Virginia.

YES I am applying as a **Carry Forward Applicant - Option 2B** for the **February 2022** Virginia Bar Exam. I will sit for the Virginia Essay exam only and will transfer my **July 2019** MBE scaled score of 133 or greater from **New York**. A passing score for Option 2B is a Combined Weighted Total of 140, derived by combining 60% of the Virginia Essay scaled score and 40% of the previous MBE score I elected to use/transfer.

Section 1 - Personal Information**1.1 Full legal* name**

- *Your full legal name must be the **EXACT name and spelling** as listed on your birth certificate, name change order, adoption decree, naturalization or immigration documentation. **Initials are not acceptable unless** initials are part of your full legal name.
- If you are married and have not changed your name with the Social Security Administration or never assumed your spouse's last name on any educational, financial or legal documents, your full legal name would be your maiden name. If you have assumed your spouse's last name, your middle name may be your middle name as shown on your birth certificate, your maiden name, or both.
- Although your Social Security card, passport, or driver's license may be issued in a name **other** than your full legal name, you **must** apply to and be licensed by the Virginia Board of Bar Examiners in your **full legal name**.

You must apply in your FULL LEGAL NAME.

Ms.	Jane	Smith	Finnegan	
Title	First name	Middle name	Last name	Suffix

YES **(A)** I understand that I am required to bring one (1) Photo ID bearing my full legal name to the exam and that a copy of the same Photo ID must be included with my application. (Valid Photo ID forms are: current driver's license, passport, school photo ID, or government/state issued photo ID).
I will submit a copy of my **Current Driver's License** as my Photo ID.

YES **(B)** Does your **Current Driver's License** bear your full legal name?

1.2 Provide your current mailing address, email address, daytime telephone number, and date of birth.

Street	5000 1st St	State	VA	ZIP	23220
City	Richmond	County	Richmond City		
Daytime phone	(804) 555-3928				
Email address	janesdoe@gmail.com				
Date of birth	January 1, 1985				

Any change in mailing address, telephone number or email address must be reported immediately to the Secretary of the Board of Bar Examiners via a Change of Address form on our website.

1.3 Social Security Number: 999-99-9999
or **Virginia Department of Motor Vehicles Control Number:**

Disclosure of your Social Security Number or Virginia Dept. of Motor Vehicles control number is required by Virginia Code §54.1-116 and assists in expediting the character review process.

1.4 NCBE Number – required for ALL applicants: **N12345678**

All applicants must obtain an NCBE Number and provide the Board an NCBE Number Confirmation printout as verification of your NCBE Number. The NCBE Number is an 8-digit number preceded by the letter N (e.g. N10002416). If you do not have an NCBE number or need to obtain the NCBE Number Confirmation printout, go to www.ncbex.org.

Section 2 – Non-Standard Testing

2.1 In deciding the merits of Petitions for Non-Standard Testing Accommodations, the Board relies upon the definition of disability contained in the Americans with Disabilities Act as amended by the ADA Amendments Act of 2008 (ADA/ADAAA), and as interpreted by controlling case law.

The Board recognizes that other non-ADA medical conditions may necessitate a request for testing accommodations. Petitions for Non-Standard Testing Accommodations will be reviewed by the Board's expert(s) and should comply with the [Petition for Non-Standard Testing Accommodations Guidelines](#) and Instructions.

NO 2.2 Are you requesting non-standard testing accommodations to enable you to sit for the bar exam?

Section 3 – Education

YES 3.1 Have you received a juris doctor degree for an ABA approved law school?

3.2 I comply with Section II: Academic Requirements of the Rules of the Virginia Board of Bar Examiners as follows:

I have received my juris doctor degree from an ABA approved law school.

3.3 Law school: **Brooklyn Law School**
Degree date: **January 15, 2012**
School code: **6**

YES (A) I previously submitted a Certificate of Graduation from such law school.

Section 4 – Prior Applications

- YES 4.1** Are you currently or have you ever been admitted to practice law in any jurisdiction (i.e., any state or territory of the United States, or the District of Columbia)?
- List ALL jurisdictions where you are currently or have ever been admitted to practice law and provide your current admission status for each jurisdiction.
- For all jurisdictions to which you are/were admitted, a Certificate of Good Standing is required from the highest court. If you are on inactive status, your Certificate of Good Standing may come from the State Bar and must indicate that you were in good standing at the time you went inactive and that no disciplinary proceedings are now/were pending against you.

Jurisdiction	Admission status	Enclosed CGS
New York	Other*	YES
Explanation for Other* status: Retired		
Massachusetts	Suspended*	YES
Explanation for Suspended* status: My license was administratively suspended in October 2015 for failure to complete all Mandatory Continuing Legal Education requirement hours. I intend to complete the required hours in the next few months and be removed from suspended status.		
Maine	Active	YES

- YES 4.2** Are you pending admission in any jurisdiction (other than Virginia)?

List ALL jurisdictions (other than Virginia) where your application or admission status is currently pending. Provide the application type and the reason for your pending status.

Jurisdiction	Application type	Reason admission is pending
Ohio	Exam	I submitted a character and fitness application to Ohio in 2014, and later was approved. I was scheduled to sit for the July 2014 exam, but I became ill the weekend before the exam and did not take it. To date, I have not attempted to sit for the exam, so it remains pending.

- NO 4.3** I have made or intend to make a contemporaneous application to take the February 2022 bar examination in another jurisdiction, and I wish to transfer my Multistate Bar Examination (MBE) score achieved in Virginia to a concurrent jurisdiction prior to the release of the results of the Virginia Bar Examination.

Section 5 - Additional Application Requirements

- 5.1** You have elected Option 2B. You will take the Virginia Essay portion of the bar exam and you will transfer your **July 2019 MBE** scaled score (must be 133 or greater and achieved within 3 years prior to the exam applied for) from **New York**. Some jurisdictions allow NCBE to transfer MBE scores, some jurisdictions provide their own transfer service. Click [here](#) for a list of jurisdictions that can be transferred by NCBE.

(A) I previously transferred my MBE score to the Board.

(B) I that my July 2019 MBE scaled score from New York be transferred by the * REQUIRE D ***.**

- 5.2 In accordance with the Rules of the Board, I provide the Multistate Professional Responsibility Examination (MPRE) information as follows:

MPRE status: **Have Taken**

Date: **November 2017**

Provide score report: **I will request my MPRE Score from the National Conference of Bar Examiners.**

- YES 5.3 I previously submitted one set of fingerprints.
- YES 5.4 In accordance with the Rules of the Board, I enclose my fully completed Character & Fitness Update Form.
- YES 5.5 I enclose my "Exam Identification Photos" page with passport-style photos attached.
- YES 5.6 I enclose the required application fee in accordance with the current fee schedule. Such fee is payable to the Virginia Board of Bar Examiners by certified check, cashier's check, or money order **ONLY - NO PERSONAL OR COMPANY CHECKS ACCEPTED.**

Section 6 – Acknowledgments

- YES 6.1 I understand that if all questions contained in this application are not answered fully and completely on its initial submission, the application may not be timely filed.
- YES 6.2 I understand that until I am licensed, admitted and registered as a member of the Virginia State Bar, I have a continuing duty to report immediately any change to my personal, educational or professional status, including anything that would modify any of my responses.
- YES 6.3 I hereby certify that within the four months preceding the upcoming examination, I will study diligently, not less than 90 hours, in preparation therefor.
- 6.4 The filing deadline for the **FEBRUARY EXAMINATION** is on or before **THE PRECEDING 15th OF DECEMBER**; and the filing deadline for the **JULY EXAMINATION** is on or before **THE PRECEDING 10th OF MAY**, and
- YES (A) I understand that if my application is not actually **received** in the Secretary's office by the filing deadline, it may be deemed to be timely filed only if it has been transmitted expense prepaid to the Office of the Secretary of the Board by **Priority, Express, Registered or Certified** mail via the United States Postal Service, or by a third party commercial carrier for **Next-Day Delivery**, **and** the **official receipt** therefor issued by the United States Postal Service or by such third party commercial carrier, which shall be exhibited on demand of the Secretary, shows such transmission or mailing to the Secretary's office on or before the prescribed deadline.
- YES (B) I understand that **Priority, Express, Registered or Certified** mail via the United States Postal Service or **Next-Day Delivery** by a third party commercial carrier are the **ONLY** methods of transmission or mailing authorized by the statute. Thus, an application sent by any other form of mail, such as First Class mail, **CANNOT** be accepted if it is received after the filing deadline, even if it is postmarked before.
- YES 6.5 I acknowledge that I will be allowed to take the Virginia Essay portion of the bar exam on my laptop **ONLY** if I timely and properly register for the Laptop Program. Laptop registration begins the second Wednesday of January for the February exam and the second Wednesday of June for the July exam. The initial registration period extends for 10 days. Late registration, with increased fee, extends until the last day of the month such registration began. If I do not register in the time period allowed, I will be required to handwrite the bar exam.

YES 6.6 I acknowledge that the Board posts the most current pertinent information regarding the upcoming bar exam on its website, and that I should check the website regularly to ensure I have up-to-date and accurate information.

YES 6.7 In order to maintain certification by the American Bar Association (ABA), law schools are required to report certain bar exam statistics regarding their graduates. Accordingly, I acknowledge that the Board will provide my name and applicant status (first time or repeat taker), and my pass/fail results to my law school.

Section 7 – Authorizations and Agreements

YES 7.1 By filing this application, I hereby:

Affirm that all of the information provided herein is true, correct, and complete to the best of my knowledge and belief, and that I have a duty to promptly inform the Virginia Board of Bar Examiners of any circumstances occurring after the date of this application that would affect my responses herein.

Signature of Applicant

SECTION BELOW MUST BE COMPLETED BY A NOTARY PUBLIC

Commonwealth/State/District of

County/City of

I, a Notary Public of such County/City, certify that on this day personally appeared before me

Jane Smith Finnegan

who thereupon made oath that all statements contained in this application are true and complete.

Given under my hand this day of ,

My commission expires on ,

Notary Public

Registration Number (if applicable)

NOTARY SEAL (must be affixed)

Exam Identification Photos

Passport-style photos description

2x2 inches in size.

Identical, showing current appearance, taken within the preceding twelve (12) months.

Head & shoulders, full face, front view in normal street attire, and plain background.

Do not wear a hat or headgear unless worn daily for religious or medical reasons.

Do not wear dark glasses unless required for medical reasons.

Personal snapshots are **not** acceptable.

Photos must be actual photos, not printed on plain paper.

Attaching photos to application

Be sure that your identical photos are 2x2 inches.

Glue or tape your photos **exactly** within the 2x2 inch square outlined below.

Jane Smith Finnegan

You **MUST**
glue or tape your
identical photos here

DO NOT STAPLE

You **MUST**
glue or tape your
identical photos here

DO NOT STAPLE

Photos must be passport-style.

Self-taken and personally cropped photos are NOT acceptable.

Photos cannot be printed on plain paper.