

## FAQ'S - THE FLORIDA STATE BAR EXAM AND APPLICATION PROCESS

### ***When should I file my application?***

To be considered timely filed, first-time applicants are required to file the Bar Application, by the filing deadline. If the examination filing deadline falls on a Saturday, Sunday, or holiday, then the deadline will be extended until the end of the next business day. Refer to the Florida Bar Examinations Schedule and Filing Deadlines. If you miss the timely filing deadline, you can still apply for the examination by submitting the appropriate late filing fee with your completed application(s). Though you can wait until the filing deadlines to submit your application(s), the sooner you initiate the process, the sooner the investigation can begin and the better the chance that the investigation will be complete at the time the examination results are released. Your quick response to requests for incomplete or additional information will assist in the prompt completion of the investigation. You may view current information regarding the application process for [first year](#) and [third year](#) students planning to take the bar exam.

### ***When is the bar examination given?***

The Florida Bar Examination consists of the General Bar Examination and the Multistate Professional Responsibility Examination (MPRE).

- The General Bar Examination is administered on the last Tuesday and Wednesday during the months of February and July.
- The MPRE is administered in March, August, and November by the National Conference of Bar Examiners. Visit [www.ncbex.org](http://www.ncbex.org) for detailed information about and registration for the MPRE.

### ***How do I apply to sit for the bar examination?***

The Bar Application is available on line at [www.floridabaream.org](http://www.floridabaream.org). The board requires completion of the application online. Use the checklists to ensure that the application is complete and that you meet all filing requirements at the time you submit your application. Supporting forms are available for printing on this website.

### ***What must be filed for the bar examination?***

Pursuant to Rule 4-40 through 4-48, each applicant desiring to take the General Bar Examination for the first time must submit to the board either the complete Bar Application or, in the case of law student registrants and repeat takers, the Re-Examination/Conversion Application, the appropriate applicant filing fee, a current 2" x 2" photograph, and proof that fingerprints have been taken by IBT.

### ***How do I submit the required fingerprints?***

You must arrange to be fingerprinted prior to submitting your Bar Application, Student Registration, or CLI Registration. Processing of the application or registration cannot begin until the board has received confirmation (either a receipt provided by you or notification directly from IBT) that your fingerprints have been taken or scanned. A fee is required to have your fingerprints processed by IBT. All questions regarding fingerprint submissions should be directed to IBT at (800) 528-1358.

### ***May I register as a first-year law student?***

Yes, first-year law students are encouraged to register with the board during their first year of law school. In addition to the early start of the investigative process, student registrants are afforded a significant savings on the application fees. Rule 2-23-1 provides for discounted registration fees if your Registrant Bar Application is postmarked or received by the deadlines outlined below:

Student Registrant deadlines (for discounted fees) are dates based on:

- Law school start dates, and are the same for all law schools.  
Law School Start Date    \$75 Filing Deadline    \$300 Filing Deadline  
August/September    the following January 15    the following March 15  
January/February    the following June 15    the following August 15  
May/June    the following October 15    the following December 15

All student registrations postmarked after March 15, August 15, or December 15 (whichever is applicable) require the

full registration fee of \$500. While there is no dollar savings at this point, student registrants still gain the advantage of early investigative steps already conducted when they convert in their third year. Students registering early in law school are required to convert their registration into a regular application during their third year of law school, at which time the \$375 converter fee is due.

***What fees do I pay to take the examination and apply for admission?***

The cost of filing a Bar Application is covered by one fee that is determined by your status as set forth in Rule 2-23.2 through 2-29.

\$375 For law students who filed an early registration and are now converting to a regular applicant and plan to take the Bar Examination

\$875 For law students who did not file an early registration, for persons who have not been admitted, or for persons who have been admitted for less than one year

***What method of payment should I submit for the Application fee?***

Florida Board of Bar Examiners does not accept payment by credit card. Checks should be made payable to the Florida Board of Bar Examiners.

***Can I confirm receipt of my application materials by telephone?***

No, all amendments, faxes, and documents you submit are acknowledged in writing by regular mail. The board's goal is to communicate accurately and completely as soon as possible after receipt of materials. In acknowledging receipt of your application materials, you will also be advised of items that remain outstanding. Staff will not confirm receipt of materials by telephone as this can compromise the confidentiality of the application process. Additionally, telephone calls seeking confirmation of materials do not accelerate processing of your application and can lead to delays in responding to both receipt of the materials and receipt of a telephone inquiry.

***Does Florida have reciprocity with any jurisdiction?***

There is no reciprocity between Florida and any other jurisdiction. Submission to the Florida Bar Examination is required of all applicants.

***Who prepares the Certificate of Dean of Law School form?***

This form must be submitted by the student as soon as possible to the Registrar's office for completion after conferral of the degree for completion. The top portion of the form must be completed by the student.

***Is the MPRE a requirement for the bar exam?***

Yes, The Florida Bar Examination consists of the General Bar Examination and the Multistate Professional Responsibility Examination (MPRE). For information about examination dates, deadlines, examination sites, online registration for the MPRE and MPRE score transfer, visit the National Conference of Bar Examiners at [www.ncbex.org](http://www.ncbex.org).

MPRE scores are acceptable under the following conditions:

- Scaled score of 80 or better, or such scaled score as fixed by the Supreme Court (rule 4-33.2), and
- Score is attained within 25 months of passing other parts of the Florida Bar Examination (rule 4-18.1)

The MPRE may be taken prior to graduation from law school.