

Oklahoma Board of Bar Examiners

PO Box 53036, 1901 N Lincoln Blvd
Oklahoma City, OK 73152-3036
(405) 416-7075 In-state TOLL FREE (800) 522-8065

A VALUE MUST BE ENTERED FOR ALL APPLICABLE FIELDS

CHECKLIST

Special Temporary Permit, Rule 2 §7

IMPORTANT:

Please read and follow all the information on this page to ensure correct and timely processing of your application.

The following items must be completed and returned for the **Special Temporary Permit, Rule 2 §7**. After your application is received, you will be mailed two fingerprint cards to complete and return within 4 weeks to the Oklahoma Board of Bar Examiners.

Reminder: Keep a copy of the completed application in your permanent records. DO NOT PRINT DOUBLE-SIDED.

1. **Application** - Attach a current 2" x 2" size photograph to the area identified in the upper left corner of Page 2.
2. **Affidavit, Authorization, and Release** - Verify this document is signed and notarized.
3. **Petition** - Special Temporary Permit, Rule 2 §7. (Sample of petition is attached to this application. This is a sample only.)
4. **Official (certified) transcript(s) from schools granting undergraduate degree and law school degree** - Transcripts must show your degree notation. Only one copy of the transcript is needed. You do not need to submit transcripts from every school attended; only the transcripts from the degree granting institutions are required. If transcripts are not attached, they must be received 30 days after filing the application.
5. **Evidence of applicant being current spouse of service member and that service member is stationed in Oklahoma**
6. **Certificate(s) of Admission and Good Standing** - Request from clerk of the highest appellate court of each state in which you have been admitted. Do not include this Certificate with your application. **Wait to request this certificate until we notify you that the Board has approved your application.**
7. **NCBE Application for Character Report** - Complete the online application by clicking the the link below and following the instructions. The link for online version of the Request for Preparation of a Character Report is: <https://www.ncbex.org/character-and-fitness>. Print two copies - one for your records and one to submit to the Oklahoma Board of Bar Examiners. A copy of all documents submitted to the NCBE must be provided with your Oklahoma application along with the NCBE Payment Page and the 3 original Authorization and Release forms.
8. **MPRE Score Report** - (Multistate Professional Responsibility Examination) Request score report from the NCBE if exam was taken in or after 1999. If score is prior to 1999, contact your jurisdiction for report. ([click here to go to the MPRE site](#))

Mail your completed application to one of the addresses listed below:

Postal Delivery Address

Oklahoma Board of Bar Examiners
PO Box 53036
Oklahoma City, OK 73152-3036

Express Delivery Address (FedEx/UPS)

Oklahoma Board of Bar Examiners
1901 N. Lincoln Blvd.
Oklahoma City, OK 73105

Applications may be delivered in person. The Board of Bar Examiners is located at the Oklahoma Bar Center, 1901 N. Lincoln Blvd. Office hours are 8:30 a.m. - 5:00 p.m., Monday - Friday.

No drop box available

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Attach 2" x 2" Photo
Please use tape
DO NOT use glue or staples

Photo must have been made
within the last six months

Do not attach snapshots

Application

Special Temporary Permit, Rule 2 §7

You must read the following before continuing the application process.

PREAMBLE: APPLICANT'S DUTY OF CANDOR

(Rules Governing Admission to the Practice of Law in the State of Oklahoma)

Each applicant for admission to the bar has a duty to be candid and to make full, careful and accurate responses and disclosures in all phases of the application and admission process. Each applicant must respond fully to all inquiries. It is not proper for an applicant to give either a highly selective or sketchy description of past events reflecting on the applicant's qualifications for admission to the bar. An applicant who violates this duty may be denied admission to the bar.

GENERAL INFORMATION

NAME/SSN

Mr.\Ms.	First Name	Middle Name	Last Name	Jr.\Sr.	SSN
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

MAILING ADDRESS

Street address \ P.O. Box	Apt # \ Suite	City	State	Zip
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

LEGAL ADDRESS Same as mailing

Street address \ P.O. Box	Apt # \ Suite	City	State	Zip
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

PHONE NUMBER \ EMAIL

Home #	Cell #	Work #	Email Address
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

BIRTH INFO

Birth Date (mm/dd/yy)	Birth City	State	Birth Country
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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EDUCATION INFORMATION

UNDERGRADUATE EDUCATION

School granting undergraduate degree	Degree	Deg Date (mm/dd/yy)
<input type="text"/>	<input type="text"/>	<input type="text"/>

LAW SCHOOL

School granting law degree (must be ABA approved)	Enroll Date (mm/dd/yy)	JD Deg Date (mm/dd/yy)
<input type="text"/>	<input type="text"/>	<input type="text"/>

Attended Other Law School

OTHER LAW SCHOOL ATTENDED

School	Dates of Attendance		Degree	Deg Date (mm/dd/yy)
	From (mm/dd/yy)	To (mm/dd/yy)		
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Official transcripts are required from the school granting the undergraduate degree and the J.D. Transcripts in sealed envelopes may be submitted with this application or may be mailed directly to the Board by the school. Only one copy of the transcript is required.

PLEASE NOTE: Transcripts from other schools attended while obtaining an undergraduate degree are not required. List other graduate degrees on the NCBE application; graduate degree transcripts are not required.

MULTISTATE PROFESSIONAL RESPONSIBILITY EXAMINATION (MPRE)

A scaled score of **80** is the passing score for admission to Oklahoma (effective January 1, 2022). MPRE scores are accepted from any administration of the exam.

I HAVE TAKEN AND PASSED THE MPRE EXAM

Test Date (mm/dd/yy)	Scaled Score	Score Report
<input type="text"/>	<input type="text"/>	<input type="radio"/> Report Attached <input type="radio"/> MPRE Records Department Sending Report

----- **OR** -----

I HAVE NEVER TAKEN THE MPRE EXAM OR WAS EXEMPT IN MY JURISDICTION

ADMISSIONS

I have been admitted to practice law in the following jurisdictions

<input type="checkbox"/> Juris #1	Jurisdiction	Admit Date (mm/dd/yy)	Current Status	Other Status	<input type="checkbox"/> Good Standing
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="checkbox"/> Juris #2	Jurisdiction	Admit Date (mm/dd/yy)	Current Status	Other Status	<input type="checkbox"/> Good Standing
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	

(Add additional sheet for more jurisdictions)

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EMERGENCY CONTACT

NAME

Mr.\Ms.	First Name	Middle Name	Last Name	Jr.\Sr.	Relationship
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

ADDRESS

Street address \ P.O. Box	Apt # \ Suite	City	State	Zip
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

PHONE NUMBERS

Home #	Cell #	Work #
<input type="text"/>	<input type="text"/>	<input type="text"/>

ATTACHED HERETO AND MADE A PART OF THIS APPLICATION ARE THE FOLLOWING:

1. **Applicant's Request for Character Report** - One copy of this report and all attachments, the payment page and 3 original Authorization and Releases.
2. **Affidavit, Authorization, and Release** signed and notarized.
3. **Petition** completed, signed and notarized. DO NOT SUBMIT SAMPLE PETITION.
4. **Official Transcript(s)** from degree granting institutions.
5. **Current 2" x 2" Photograph**, attached to the location specified in the upper-left corner of Page 2.
6. **Evidence** of being current spouse and military orders.

Until you are certified to the Oklahoma Supreme Court for admission to the practice of law, you are under an **on-going obligation** to update your responses to questions on this application, including the NCBE request for character report, whenever there is an addition or change to information previously provided to the Oklahoma Board of Bar Examiners.

Signature in Full	Date
<input type="text"/>	<input type="text"/>

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AFFIDAVIT, AUTHORIZATION AND RELEASE

STATE OF _____)

COUNTY OF _____)

I, _____, being duly sworn, depose and say:

I am the applicant for admission to practice referred to. I have carefully read the questions in the foregoing questionnaire and have answered them truthfully, fully, and completely, without mental reservations of any kind. I hereby give my consent to the Board of Bar Examiners for the State of Oklahoma (hereinafter "the Board") to conduct an investigation as to my moral character and fitness and to make inquiries and request such information from third parties as, in the sole discretion of the Board, is necessary to such investigation. I further authorize the use of any such information in the course of the Board's investigation and evaluation of my moral character and fitness.

I authorize and request every person, firm, company, corporation, school, employer (past or present), governmental agency, court, association, institution, or other third party having opinions about me or knowledge or control of any information, documents, records (including but not limited to criminal history record information, medical or psychological records), or other data pertaining to me, to reveal, furnish and release to the Board, or any of its agents or representatives, any such opinions, knowledge, information, documents, records or other data. Without limiting the previously described authority, I specifically authorize the release of files of any bar association, grievance or other bar committee regarding charges or complaints filed against me, formal or informal, pending or closed, or any other pertinent data, as well as all undergraduate, graduate, or law school records relating to my admission to, and conduct during my enrollment in, such schools.

I hereby release, discharge and hold harmless the Board, its agents or representatives (including but not limited to expert witnesses or evaluators consulted or used by the Board or its staff in the course of its investigation), and any person, firm, company, corporation, school, employer (past or present), governmental agency, court, association, institution, or other third party, and their agents, from any and all liability of every nature and kind arising out of the furnishing, inspection, and use of such opinions, knowledge, documents, records or other data.

Notwithstanding any statement herein to the contrary, the Authorization and Release shall operate to agree to the release of only those mental health records relating to the following:

- (a) my being diagnosed with bi-polar disorder, schizophrenia, paranoia, or any other psychotic disorder, and any treatment therefore, within the five (5) years immediately preceding the filing of my Application with the Board;
- and
- (b) my admission to a hospital or other facility for the treatment of bi-polar disorder, schizophrenia, paranoia, or any other psychotic disorder, since attaining the age of eighteen or within the five (5) years immediately preceding the filing of my Application, whichever period is shorter.

The limitation, however, does not apply to records relating to chemical dependency.

Signature of applicant

Subscribed and sworn to or affirmed before me this _____ day of _____, _____ .
Month Year

My commission expires on _____
Month / Day / Year

Notary Public

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SAMPLE PETITION ONLY - Rule Two, §7

File original, double spaced, 12 point type, on 8 1/2 x 11 paper, with the Oklahoma Board of Bar Examiners

IN THE SUPREME COURT OF THE STATE OF OKLAHOMA

IN RE: APPLICATION OF (Name) _____)
 (Address) _____)
 _____) SCBD #: _____)
 FOR SPECIAL TEMPORARY PERMIT TO PRACTICE LAW IN _____)
 OKLAHOMA UNDER THE PROVISIONS OF RULE TWO, SECTION 6

PETITION FOR SPECIAL TEMPORARY PERMIT

Comes now _____ and moves the Court that s/he be granted a Special Temporary Permit to practice law in the State of Oklahoma and, in support thereof, states:

1. That s/he became an Oklahoma resident on _____ and resides at _____ .
2. That s/he holds a Juris Doctorate degree from _____, an ABA approved law school
3. That s/he was admitted to the _____ Bar on _____ and has furnished certificate of his/her admission and standing in the bar of that state from the Clerk of the highest appellate court of that state. That petitioner last practiced law in that state.
4. That s/he is the current spouse of a service member in the United States Uniformed Services and that his/her spouse is on military orders within the State of Oklahoma.

WHEREFORE, petitioner prays that s/he be granted a Special Temporary Permit to practice law in the State of Oklahoma.

Signature of applicant

Subscribed and sworn to or affirmed before me this _____ day of _____, _____
Month Year

My commission expires on _____
Month / Day / Year

Notary Public