



**THE STATE BAR OF CALIFORNIA
COMMITTEE OF BAR EXAMINERS/OFFICE OF ADMISSIONS**

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**STEPS FOLLOWING SUBMISSION OF A
MORAL CHARACTER DETERMINATION APPLICATION**

This is what the applicant needs to do after submitting a completed online moral character application:

- Immediately mail the printed signed copy of the application along with all of the items listed on the application cover page.
- Review the Summary of Requirements for Admission to Practice Law in California (<http://admissions.calbar.ca.gov/Requirements.aspx>) to ensure all other requirements for admission are understood and the necessary steps are being taken to satisfy them.
- Encourage references to return the completed confidential questionnaires as soon as possible following receipt.

This is what the State Bar of California's Office of Admissions does following the receipt of a moral character determination application:

- The Office of Admissions processes thousands of applications every year. The processing of applications takes time and care to ensure the applications are appropriately processed and receive the attention they require.
- Confidential questionnaires are sent to personal, employment and other references and records are obtained from the Department of Motor Vehicles and Department of Justice and/or Federal Bureau of Investigation. Completed questionnaires are received, sorted and reviewed and additional questionnaires may be sent.
- The Office of Admissions' goal is to complete the processing of applications as quickly and as efficiently as possible. Generally, the processing of a moral character determination application takes a minimum of 180 days to complete. The processing of an application may take longer for an applicant who has a longer professional history, such as an attorney admitted in another jurisdiction or whose law study was undertaken later in life, and for those applicants who have had incidents in their past where further investigation and evaluation is warranted. See the moral character bulletins posted on the State Bar's website (<http://admissions.calbar.ca.gov/MoralCharacter.aspx>) for more information.

Applicants may check the status of the processing of their moral character determination applications by logging into the State Bar's online application system with their passwords and accessing their Admissions Status Screens (Status Screen). The Status Screen provides applicants with general information regarding their progress towards fulfilling the admission requirements. Receiving a positive moral character determination is only one of the several requirements for admission to practice law in California, which are discussed in the above Summary of Requirements for Admission to Practice Law in California. The Status Screen information available indicates which requirements have been met and which are pending or not yet satisfied.