



## LEGAL SPECIALIZATION APPLICATION FOR RECERTIFICATION

### When is my application due?

The application is due on or before the end of your current certification term. Applications may be submitted in advance but no earlier than six months prior to the end of your term. You can find your current certification term by going to [Specialization Certifications](#) after successfully logging into the [Admissions Applicant Portal](#).

### Have I included the correct fee?

A \$371\* processing fee, payable either via check or credit card to the State Bar of California, is due with the application.

### What happens if I don't fill out my application correctly?

If your application is incomplete or if any information provided is insufficient, you will receive notice to correct the deficiency. If you fail to correct the deficiency within 60 days from the date of the notice, the application shall be deemed withdrawn without a refund of the fee. We may request additional or supplemental nonconfidential information in order to show compliance with recertification requirements.

## INSTRUCTIONS FOR SELECTED QUESTIONS AND ATTACHMENTS

### APPLICATION FORM

#### Personal Information

Enter your official State Bar name and address of record. This is the information that appears in State Bar Licensee Records. Use the State Bar's [Attorney Search](#) to verify the information is current. If the information is not current, you must update your information pursuant to Business and Professions Code section 6002.1, through [My State Bar Profile](#).

**Please be aware that all correspondence will be sent to you at your official address of record registered in the Applicant Portal.**

## Discipline

Section 3.113 of the Rules provides that the California Board of Legal Specialization may take the following into account in considering your application:

**Final disciplinary actions** imposed for professional misconduct by any court or body before whom you appear. Include: (1) title of disciplinary action; (2) action number; (3) nature of charge; (4) nature of sanction; (5) date sanction was imposed; and (6) date sanction was terminated. For nonattorney professional discipline (e.g., accountancy), provide information similar to above.

**Felony convictions.** Provide the case number, title, date of conviction, and where it was filed.

**Resignation** from any State Bar, court, or body before whom you appear. Provide the name of the entity, the effective resignation date, and the reason.

**Judgments of professional negligence.** Include only if there were three or more judgments against you during the certification term. Provide the case number, title, date judgment was rendered, and where it was filed.

**Sanctions.** Include only sanctions, other than discovery sanctions, of \$1,000 or more. Provide a copy of the order.

**Findings of contempt.** Provide a copy of the findings.

## ATTACHMENTS

### A. Task and Experience Requirement

Refer to the Standards for your specialty area for the specific requirements.

### B. Education Requirement

**Note that you do not need to submit any education with this application. Your Legal Specialist Continuing Legal Education (LSCLE) is reported along with your MCLE Compliance Group, rather than as a part of this packet.** For additional information regarding LSCLE reporting, please review the [MCLE Requirements for Certified Specialists](#).

### C. References

When listing a reference, please include the attorney's bar number. Use the [Attorney Search](#) to find an attorney(s) or judge's bar number.

## CHECKLIST

Have you:

- Read the declaration?
- Provided all information requested on the application and attachments?
- Signed and dated the application?
- Attached additional sheets if you needed more space?
- Put your name on the top of all attachments?
- Made copies for your records?
- Enclosed a check/payment information for the appropriate recertification fee\*?

## SUBMISSION INFORMATION

### Mail to:

The State Bar of California  
Division of Regulation - Legal Specialization Unit  
180 Howard Street  
San Francisco, CA 94105

### Fax to:

415-538-2180

## RESOURCES

- Please refer to the Standards for your specialty area as you complete the application and attachments.
- The Rules, Standards, and list of approved legal specialization education providers are available [online](#) at <http://www.calbar.ca.gov/>.
- All California licensees already have an account on the Applicant Portal, which is separate from your login credentials for My State Bar Profile. You should not create or register a new applicant portal account. If you have any questions or need assistance logging in, please see our [Applicant Portal FAQs](#) or submit an inquiry using the [Licensee Records and Compliance Inquiry Form](#).

*\*You may submit payment of the \$371 processing fee via check or credit card.*

*All unsuccessful payments will be assessed an administrative fee equal to the amount charged by the State Bar's banking institution or \$20, whichever is greater.*

*For credit card payments, a processing fee of 2.5 percent will be added to all charges. There is no processing fee associated with payments by check.*



APPLICATION FOR RECERTIFICATION Criminal Law Certified Specialist

Filing Fee - \$371\*

\*You may submit payment via check or credit card.

Note the recertification fee is separate from your Legal Specialization Program Annual Fee.

PERSONAL INFORMATION

Name: Bar Number:

Phone:

Address:

City: State: Zip:

It is your responsibility to inform the Legal Specialization Unit in the Division of Regulation of any address changes. All correspondence will be sent to the current information on file in the Admissions Applicant Portal. We will update your email to the email provided below. However, you may also change your address, email and/or telephone number on your own by logging into the Admissions Applicant Portal and updating your profile.

NOTE: The Applicant Portal is separate from your My State Bar Profile, and requires different login credentials. You should not create or register a new account. If you need assistance logging in, please see our Applicant Portal FAQs or submit an inquiry using the Licensee Records and Compliance Inquiry Form.

Email Address:

RECERTIFICATION ELIGIBILITY

At the time of applying for recertifying, I am an active licensee of the State Bar of California.

Yes No IF NO, STOP HERE. YOU ARE NOT ELIGIBLE TO APPLY.

**PRACTICE REQUIREMENT**

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I have been engaged in the practice of criminal law for at least 25 percent of the time spent in my occupational endeavors during the previous five years.

Yes     No    **IF NO, PLEASE EXPLAIN ON A SEPARATE SHEET AND ATTACH TO THIS APPLICATION**

**EMPLOYMENT HISTORY**

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Add any new employment information that has changed since your most recent application. **ATTACH SEPARATE SHEETS IF NECESSARY.**

Check here if additional sheets are attached.

Dates of Employment	Employer	Address	Nature of Employment (summarize nature of work performed)

## DISCIPLINE

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### Within the five years immediately preceding submission of this application:

Were you disbarred, suspended or disciplined by the State Bar of California or similar attorney disciplinary authority or any other authority that imposes professional discipline in California, or in another state or jurisdiction, including a foreign jurisdiction, or by any bankruptcy court, or do you have any discipline pending?  Yes  No

Do you have any discipline charges pending as described above?  Yes  No

Did you have any felony convictions?  Yes  No

Did you resign from any bar, court or body before whom you appear?  Yes  No

Were there three or more judgments of professional negligence against you? (If yes, please attach the relevant documents.)  Yes  No

Were any sanctions, other than discovery sanctions, entered against you by any court or body before whom you appear?  Yes  No

Were any findings of contempt been made against you by any court or body before whom you appear?  Yes  No

**IF YOU ANSWER YES TO ANY OF THE ABOVE, YOU MUST PROVIDE FULL DETAILS ON A SEPARATE SHEET. A record of discipline or failure to disclose any of the information requested above may constitute grounds for denial of your application.**

## DECLARATION

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I hereby authorize all educational institutions, governmental agencies and instrumentalities (including bar associations and bar examiners of other jurisdictions), employers and business and professional associates (past and present), to release to the State Bar of California Board of Legal Specialization (CBLS) and/or its agents or advisors any nonprivileged information, files or records requested by them for the purpose of processing this application. The foregoing release does not apply to matters communicated by me in confidence to any lawyer, spouse, physician, psychotherapist or clergy person for which I have privilege of nondisclosure under the provisions of Chapter 4, Division 8 of the California Evidence Code.

I further authorize the CBLS to conduct independent inquiry and review, including contacting the references I provide and other references within the discretion of the CBLS and agree that neither I nor my agents will seek to review the materials collected during the evaluation of my application.

I agree to pay all fees required by the CBLS, as described in the Rules of the State Bar, Appendix A: Schedule of Charges and Deadlines.

I agree to abide by all rules and regulations of the CBLs as amended from time to time and to furnish to the CBLs such information as it may require, to evaluate my application.

I am the applicant herein for certification as a specialist under the State Bar of California Program for Certifying Legal Specialists.

I fully understand that failure to make a truthful disclosure of any fact, item or information required may result in the denial of my application, revocation of my certificate of specialization, or disciplinary action by the State Bar of California.

I have carefully read and answered each question completely and truthfully in the foregoing application and any attachments hereto, and certify that the information therein is true and correct to the best of my knowledge.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on:

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

**CRIMINAL LAW RECERTIFICATION**  
**Attachment A – Task and Experience Requirement**

Applicant Name: \_\_\_\_\_ Bar Number: \_\_\_\_\_

***The State Bar of California Board of Legal Specialization may require additional evidence of completion of the tasks and experience as indicated in this Attachment A.***

Applicants unable to provide complete information in items 1 through 4 below may be permitted to file a partially complete application, provided applicants furnish certification by supervising attorneys, former employers, or other appropriate persons as to satisfaction of the requirements. If the information provided is incomplete, attach the following to this Attachment A: (1) a statement explaining why it was impossible or overly burdensome to provide complete information, and (2) the certification described above.

**If you are using the alternative tasks set forth in section 7.0 of the Standards to certify, complete Attachment A-2 instead.**

For purposes of 1 and 2 below, please note the following:

- *Principal counsel* means an attorney who presents the case or proceeding to the court or jury during its entire course or a substantial part thereof. More than one attorney may be a principal counsel so long as each is involved in the presentation of a substantial part of the case or proceeding.
- Attendance in court during any part of a day shall be counted as attendance for a full day.
- Military courts-martial and trials conducted pursuant to the Lanterman-Petris-Short Act shall not be counted as criminal jury trials.
- Provide information for each case by completing the table on Attachment A-1 to provide details about matter. You may use common abbreviations in listing case titles, courts, etc.

**Within the five years immediately preceding submission of this application, I have:**

**CHECK THE BOX THAT APPLIES**

1. Personally attended a trial court in California or in any United States District Court for twenty-five (25) days as principal counsel of record for a party in a criminal jury trial during the phase of trial commencing at the start of voir dire examination and ending when the case is submitted to the jury or is otherwise earlier concluded.

**OR**

2. Participated in five (5) days of criminal jury trials for each year of certification as specified in #1 above.

**OR**

3. Presided as a judicial officer for at least sixty (60) days over misdemeanor or felony jury trials or juvenile court proceedings under section 602 of the Welfare and Institutions Code.



**CRIMINAL LAW RECERTIFICATION**  
**Attachment A-2 – Alternative to Criminal Task Requirements**

Applicant Name: \_\_\_\_\_ Bar Number: \_\_\_\_\_

***The State Bar of California Board of Legal Specialization may require additional evidence of completion of the tasks and experience as indicated in this Attachment A-2.***

As an alternative to the criminal trial practice task requirements listed in section 6.0 of the Standards, I qualify by showing the following law practice requiring similar skills, as described in section 7.0 of the Standards:

**CHECK THE BOXES THAT APPLY AND COMPLETE THE APPROPRIATE SECTIONS BELOW. ATTACH ADDITIONAL SHEETS AS NEEDED. Refer to SECTION 7.0 of the Standards for additional information regarding alternatives to criminal trial practice task requirements.**

- 1. I have had substantial involvement in other areas of law practice requiring similar skills as criminal trial practice, such as:
  - a. Litigation in contested civil matters involving jury trials.

NAME OF CASE	CASE NO.	COURT WHERE TRIED	TYPE OF CASE	DECISION DATE

- b. Appellate practice in either criminal or noncriminal matters in proceedings in which decisions after hearing have been reached.

TITLE OF CASE	CASE NO.	COURT WHERE TRIED	NATURE OF PROCEEDING

- c. Practice in a government agency in which the practitioner is engaged in activities substantially equivalent to criminal law practice.

NAME OF AGENCY	CASE NO.	TYPE OF CASE/ACTIVITY	NATURE OF PROCEEDING

- 2. I have engaged in research, writing and/or special studies of criminal law and procedure.

TITLE OF ARTICLE	WHERE PUBLISHED	DATE PUBLISHED	NATURE OF RESEARCH, TIME SPENT AND DATES

- 3. I possess some, but not all, of the criminal trial practice task requirements of section 6.0 of the Standards as listed below. **ATTACH SEPARATE SHEET IF NECESSARY.**

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**LEGAL SPECIALIST CONTINUING LEGAL EDUCATION REQUIREMENT FOR RECERTIFICATION**  
**Attachment B – Legal Specialist Continuing Legal Education (LSCLE) Compliance Reporting Schedule**

Applicant Name: \_\_\_\_\_ Bar Number: \_\_\_\_\_

**LSCLE Compliance Reporting Schedule**

**Legal Specialist Continuing Legal Education is no longer reported in the recertification application.** Specialists must report their LSCLE Compliance on the same three-year schedule as their general MCLE Compliance.

For additional information regarding LSCLE reporting, please review the [MCLE Requirements for Certified Specialists](#) page of the State Bar website.

**REFERENCE REQUIREMENT FOR RECERTIFICATION**  
**Attachment C – Independent Inquiry and Review**

Applicant Name: \_\_\_\_\_ Bar Number: \_\_\_\_\_

I submit the names and addresses of a minimum of eight individuals to act as references who can attest to my proficiency in the practice of criminal law: four attorneys who practice in the same geographical area as I do, one judge or Justice of a Superior Court within the State of California, or a United States District Court or Federal Magistrate Court, before whom I have appeared as an advocate within the two years immediately preceding application; and three California attorneys with whom I have tried a criminal case but with whom I am not associated.

References may include attorneys who are clients, partners, associates, employers, or employees. Note, however, that references will be asked to disclose any such relationship.

References will be contacted by the State Bar of California via electronic questionnaire. The information gathered shall be the property of the State Bar of California and shall not be revealed to you.

**Include each reference’s California bar membership number to ensure that reference forms are sent promptly and to the right individual. Bar numbers can be found online at [www.calbar.ca.gov](http://www.calbar.ca.gov) under Attorney Search. If the attorney does not have a California Bar number, is a judge, or licensed in another state, please provide a full address.**

NAME AND BAR NUMBER	ADDRESS
1.	
2.	
3.	
4.	
5.	
6.	
7.	

**Attachment C – Independent Inquiry and Review (cont.)**

**In addition** to the above references, I submit:

The names and mailing addresses of the opposing counsel, judges, and any co-counsel in the last two (2) jury trials I conducted, if any\*:

NAME AND BAR NUMBER	ADDRESS
1.a.	
b.	
c.	
d.	
e.	
2.a.	
b.	
c.	
d.	
e.	

*\*Please do not include any reference already provided on any previous page(s).*

**(CONTINUED ON NEXT PAGE)**

**Attachment C – Independent Inquiry and Review (cont.)**

The names and mailing addresses of the opposing counsel, judges, and any co-counsel in the last two (2) preliminary hearings I conducted, if any\*:

NAME AND BAR NUMBER	ADDRESS
1.a.	
b.	
c.	
d.	
e.	
2.a.	
b.	
c.	
d.	
e.	

*\*Please do not include any reference already provided on any previous page(s).*

**(CONTINUED ON NEXT PAGE)**

**Attachment C – Independent Inquiry and Review (cont.)**

The names and mailing addresses of the opposing counsel, judges, and any co-counsel in the last two (2) writ or appellate matters I conducted, if any\*:

NAME AND BAR NUMBER	ADDRESS
1.a.	
b.	
c.	
d.	
e.	
2.a.	
b.	
c.	
d.	
e.	

*\*Please do not include any reference already provided on any previous page(s).*

**(CONTINUED ON NEXT PAGE)**

**Attachment C – Independent Inquiry and Review (cont.)**

The names and mailing addresses of the opposing counsel, judges, and any co-counsel in the last two (2) administrative hearings I conducted, if any\*:

NAME AND BAR NUMBER	ADDRESS
1.a.	
b.	
c.	
d.	
e.	
2.a.	
b.	
c.	
d.	
e.	

*\*Please do not include any reference already provided on any previous page(s).*

**LEGAL SPECIALIZATION APPLICATION**  
**Payment Authorization Form**

State Bar Number: \_\_\_\_\_

Applicant's Full Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

DESCRIPTION	FEE
<input type="checkbox"/> Legal Specialization Post-Examination Application for Initial Certification Fee	\$318
<input type="checkbox"/> Legal Specialization Application for Recertification Fee	\$371
<b>TOTAL*</b> _____	

*\*For credit card payments, a processing fee of 2.5 percent will be added to all charges. There is no processing fee associated with payments by check.*

*All unsuccessful payments will be assessed an administrative fee equal to the amount charged by the State Bar's banking institution or \$20, whichever is greater.*

This form may not be used to pay dues or other licensee fees; it may only be used to pay fees associated to the Legal Specialization program. **Please print legibly.**

**Personal/Cashier's Check or Money Order**  
*(Make checks payable to **The State Bar of California**)*

**Credit Card**

Credit Card Number: \_\_\_\_\_

Credit Card Security Code: \_\_\_\_\_ Expiration Date (Month/Year): \_\_\_\_\_

Credit Card Type:     American Express     Discover     MasterCard     Visa

Name on Card: \_\_\_\_\_

Signature of Card Holder: \_\_\_\_\_ Date: \_\_\_\_\_

*By my signature on this document, I/we authorize the State Bar of California to charge my/our credit card account for the amount listed in the 'Total' box above.*