

# **NEW JERSEY APPLICATION FOR ADMISSION BY MOTION**

## **CERTIFICATION OF PRIOR PRACTICE AND RELEASE FORM**

### **Instructions**

Applicants must complete a form for each employer and upload from the User Home Page. Any questions regarding prior practice should be directed to [bar.mailbox@njcourts.gov](mailto:bar.mailbox@njcourts.gov). Applicants may submit the Request for Pre-Approval of Prior Practice Form, available on the User Home Page PRIOR to submitting an application. Application fees are non-refundable.

### **Requirements**

All applicants for admission by motion to the New Jersey Bar must have been in practice a minimum of five of the prior seven years. An attorney shall be deemed to have been engaged in the practice of law for the purpose of admission on motion if, for five of the seven years immediately preceding the date of application, the attorney has been performing the following work for **more than 20 hours per week**:

- 1) Providing legal counsel or legal services to clients or appearing before courts, administrative bodies, executive agencies, or other state or federal tribunals on behalf of clients, as a) a sole proprietor, or b) a partner, shareholder, member, or employee for, or under contract with, a professional corporation, partnership, limited liability partnership, or limited liability company;
- 2) Providing legal counsel or legal services or appearing before courts, administrative bodies, executive agencies, or other state or federal tribunals on behalf of a corporation, partnership, trust, or other entity while employed by that corporation, partnership, trust, or other entity;
- 3) Providing legal counsel or legal services or appearing before courts, administrative bodies, executive agencies, or other state or federal tribunals on behalf of the executive, legislative, or judicial departments, including the independent agencies thereof, for the federal government, a state or territory, or any political subdivision thereof;
- 4) Serving as a judge, magistrate, hearing examiner, administrative law judge, law clerk, or similar official on behalf of the federal government, a state or territory, or any political subdivision thereof;
- 5) Serving as a teacher at a law school accredited by the American Bar Association, including direct supervision of law students within a clinical program; and
- 6) Any combination of the above.

## Certification of Prior Legal Employment and Release Form

**Applicant Name:** \_\_\_\_\_ **ID:** \_\_\_\_\_

Employed from \_\_\_\_\_ to \_\_\_\_\_

Employer: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Employer Address: \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Employer Phone: \_\_\_\_\_

Supervisor Email: \_\_\_\_\_

Employer Website: \_\_\_\_\_

**Description of legal work performed (upload additional description if needed)**

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Hours worked per week: \_\_\_\_\_

I certify that the information provided in this form is accurate to the best of my knowledge. I understand that the New Jersey Board of Bar Examiners may contact the employer for verification of employment, the work performed, the number of hours worked per week or other factors related to the assessment of the type of work performed with this employer. I understand that I may complete the Request for Pre-Approval of Prior Practice Form if I am uncertain that my prior employment qualifies for admission by motion.

I hereby release, discharge and exonerate the Board, the Committee, and their representatives and all authorized persons that comply in good faith with this release from any and all liability of every nature and kind growing out of or in any way pertaining to the Certification of Prior Practice and Release Form and any related investigation made by the Board of Bar Examiners, the Committee on Character, or any of their representatives.

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

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