

New Jersey Application for Admission by Motion

CERTIFICATION OF PRIOR PRACTICE

(For use after submission of bar application)

Instructions

Complete the Certification of Prior Legal Employment and Release Form and upload the form(s)—one for each employment (during a minimum of five of the prior seven years)—via your User Home Page. Questions regarding prior practice should be directed to: bar.mailbox@njcourts.gov.

NOTE: Bar application fees are non-refundable. To have your prior legal practice evaluated prior to submitting a bar application, you may use the Request for Pre-Approval of Prior Practice Form, available at: <https://www.njbarexams.org/information-and-applications> (under Admission by Motion > Browse Forms).

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 twenty (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.

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USE ONE FORM FOR EACH EMPLOYMENT

Complete this form and upload via your User Home Page.

Applicant Name: _____ **Applicant ID:** _____

Bar Admittance (Attach additional page, if needed): Jurisdiction (1) _____ (2) _____
Admittance _____
(MM//YY) (MM//YY)

Employer: _____

Website Address: _____

Employed from _____ to _____ Total # of Months _____
(MM/DD/YYYY) (MM/DD/YYYY)

Employer Address: _____

Supervisor Name: _____

Email: _____ Phone: (_____) _____ - _____

Hours per week: _____

Description of legal work performed (Attach additional page, if needed):

- If you are/were working outside of your licensing jurisdiction, please specify explanation/justification for authorization to perform the legal work.
- Is/Was the employment Document Review? (Check one) ☐ Yes or ☐ No

I certify that the information provided above is accurate to the best of my knowledge.

I understand that the New Jersey Board of Bar Examiners may contact the employer for verification purposes or other factors related to its assessment.

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.

Signature: _____

Date: _____