



Supreme Court
STATE OF ARIZONA

LAW FACULTY ADMISSION CHECKLIST

Please complete the Application for Admission and attach the following required supporting documents (**originals only - fax or photocopy unacceptable except where specifically allowed**):

- Proof that you are a full-time law faculty** at either ASU, U of A
- Recommendation of the Dean** supporting your application for admission.
- Evidence of Graduation.** Submit one of the following:
 - a) Photocopy of diploma, or
 - b) Original verified transcript indicating date J.D. conferred, or
 - c) Original and currently dated letter of your law school attesting to date J.D. was conferred.
- Photograph.** You must upload a photo, head and shoulders only (similar to passport photo).
- Fingerprints.** Taken at any law enforcement agency or fingerprint service. Complete ALL FIELDS except those indicated as "Leave Blank", ORI, Employer and Address, OCA, FBI and MNU. USE BLACK INK. DO NOT FOLD THE CARD.
- Proof of Examination.** Rule 38(c) requires evidence that your admission elsewhere was by examination. Submit an original and currently dated verification from the admitting authority so stating.
- Certificate or Letter of Good Standing.** Obtain from whichever entity in the jurisdiction(s) in which you have been admitted that holds the record of your admission and current standing. Examples are, but not limited to, the Clerk's Office of the Supreme (or highest) Court, the Membership Department of the mandatory State Bar, or the Disciplinary Grievance Commission. Must be an original and currently dated (within three months). The document must state/attest to your admission date and present standing in the jurisdiction.
- Application Filing Fee.** Check or money order, payable to the "Supreme Court of Arizona", in the amount of \$125. VISA and MasterCard also acceptable.
- Character Report Fee.** Fee in amount of \$300 must be submitted online.
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