



Bar Exam Checklist

Virginia Bar Admission

The bar admissions process is lengthy. You should start at least a year in advance (or more, if you can) of the bar exam date. There are several steps involved and there are no exceptions to the filing deadline.

Take the MPRE | Multistate Professional Responsibility Exam

Exam date: Registration deadline

It's a good idea to take the MPRE any time during 2L year or as early in your 3L year as possible. A scaled score of 85 on the MPRE is required for admission to the Virginia bar. Applicants must provide verification of their MPRE score for admission to the bar of Virginia. You can request that your score be sent to Virginia directly when you take the MPRE or you can download and submit a copy of your score report.

The MPRE is a two-hour, 60-question multiple-choice exam developed by the NCBE and administered in the spring, summer, and fall. When registering for the MPRE, students can select one of two dates offered at a time (see chart below) on a first come, first served basis.

Registration for all 2021 MPRE dates opens Monday, December 14, 2020.		
Upcoming test date	Registration deadline (fee: \$135)	Scan for more information
March 29 or 30, 2021	January 28, 2021	
August 11 or 12, 2021	June 10, 2021	
November 4 or 5, 2021	September 17, 2021	

You can register for the free BARBRI MPRE Review course here: barbri.com/mpre-review/

Secure your bar review | made just for you

Don't wait to take advantage of the best price being offered on BARBRI Bar Review. The earlier you commit during law school, the greater the discount. Lock in your BARBRI Bar Review savings at: barbri.com/enroll

If you are billing a firm, congratulations. BARBRI has trusted direct billing relationships with over 450 law firms. Just select the firm you'd like us to invoice during enrollment and we'll work directly with your firm for billing.

If you'll be paying for your bar review course (not billing an employer), financing and payment plan options are available.

If you're going into public interest, you may qualify for a BARBRI Bar Review Public Interest Scholarship. You're welcome to apply before putting any money down for your BARBRI bar prep course. Submit your application at: barbri.com/bar-review-course/public-interest-scholarship.

For more information about these options, **contact your BARBRI Director of Legal Education** or email service@barbri.com.

Create NCBE, VBBE accounts | before application

My NCBE Number

All law students are required to create an NCBE (National Conference of Bar Examiners) Account that comes with a unique NCBE Number for identification purposes. You will need this number to be able to take the MBE (Multistate Bar Exam), which is developed by the NCBE. The MBE is administered on Day 2 of the Virginia Bar Exam.

Most students create an NCBE account when registering for the MPRE. Here's where to register with the NCBE:
ncbex.org/exams/mpre/registration/

You will then need to create an account with the Virginia Board of Bar Examiners (VBBE). Start and submit your application here:
barexam.virginia.gov/bar/barapps.html

The VBBE provides a helpful guide to walk you through the online application, as well as a checklist for the supplemental forms you will need to submit when you apply for the bar exam.

Sample bar exam checklist: barexam.virginia.gov/pdf/SampleChecklistSOF.pdf

Sample bar exam application: barexam.virginia.gov/pdf/SampleApplicationOpt1.pdf

Apply for the bar exam | gather information and complete your application

To take the Virginia Bar Exam, you'll complete your application online, but you will print and mail or hand deliver the completed application and all required forms and documents. Be sure to print and save copies of the sample bar exam checklist and application available. You'll use them as guides in gathering all required forms and documents to ensure you submit a complete application packet.

For steps on how to complete an online application, visit: barexam.virginia.gov/bar/barapps.html

For a complete list of all applicable rules, visit: barexam.virginia.gov/pdf/VBBERules.pdf

For additional information and exam details, download the free BARBRI Bar Exam Digest at: barbri.com/bar-exam-digest/

Note the deadlines | meet the filing and laptop deadlines

Application Filing Deadline:.....

It's important to be aware of the bar exam fees (both application and character and fitness fees) and Virginia Laptop Program fee schedules. There is only one deadline for application filing, but the laptop program fee increases depending on when you apply. The laptop program is discussed in more detail below.

For specific fee information and deadlines, download the free BARBRI Bar Exam Digest at: barbri.com/bar-exam-digest/ or visit the Virginia Board of Law Examiners website at: barexam.virginia.gov/bar/barapps.html (Section 2) and barexam.virginia.gov/bar/laptop/barlprg.html

Provide character and fitness details

As part of the bar exam application process, you'll provide background information that helps the VBBE conduct a character and fitness investigation.

You will be asked to disclose details about your personal, academic, work and financial histories, as well as criminal record and civil proceedings. Candor is key. You will also need to include information such as your credit report, military service record, driving records and proof of citizenship. As part of the character and fitness review, all applicants must submit fingerprints and passport-style photos so the VBBE can verify the identity of the applicant and obtain a current record of any criminal history.

After you've submitted a complete application, the Board will make a determination on your character and fitness. The duration of the review process varies depending on the nature of the investigation.

For more information on the character and fitness screening process, visit: barexam.virginia.gov/cf/cf.html

Review, print and send | submit your application

Bar exam filing deadline

- **Draft Review:** You must review the draft PDF before certifying your application for submission.
- **Certify:** By typing "certify," you are confirming you have reviewed the draft PDF of your application and all answers are true and correct.
- **Submit:** No changes can be made after you select "submit". Once you submit your application, a final PDF will be available to download and print.
- **Final PDF:** You **must** send a paper copy of all forms to the Virginia Board of Bar Examiners. Online submission of the forms does **not** constitute a filed application.
- **Checklist:** A detailed checklist will print with your application forms. Follow all instructions on the checklist to ensure you are submitting a complete application.
- Print single-sided only.
- For your records, make a photocopy of all forms and documents submitted to the VBBE.

Sign up for laptop program | use your laptop for essays

The Virginia Essay Exam (day one of the Virginia Bar Exam) is delivered in booklet format (not electronic); however, you have the option to use a laptop to type out your answers for these written components.

Laptop registration begins the second Wednesday of January for the February exam, and the second Wednesday of June for the July exam. The initial registration period extends for 10 days. Late registration, with increased fee, extends until the last day of the month such registration began.

Register for the laptop program with Exam4, make the required payment, download the software, and complete a practice exam. A few weeks prior to the bar exam, the Board will send an email to those applicants who successfully registered, paid and submitted their practice exam confirming they are registered for the laptop program.

Full details pertaining to the laptop program: barexam.virginia.gov/bar/laptop/barltpgr.html

Virginia State Bar

All information derived from the VBBE website at
barexam.virginia.gov/bar/baroverview.html

If you have any questions, please contact your BARBRI Director of Legal Education at
barbri.com/law-school-contact/