

August 11, 2016

SUPPLEMENTAL INFORMATION

1. The enclosed registration statement (green form) must be filed with the Office of Court Administration *after* you have been notified that you passed the bar examination; the certification that verifies your compliance with registration requirements (white form) must be filed with the Appellate Division, Fourth Department. Please note that compliance with registration requirements is a prerequisite to admission.
2. If, subsequent to your application to the State Board of Law Examiners for permission to take the bar examination, you have changed your residence or obtained employment in another judicial department in this State, you should promptly notify the Board of Law Examiners.
3. Applicants who have previously filed an application that was verified more than 45 days prior to the date of the letter from the State Board of Law Examiners must file, with a copy of their State Board of Law Examiners' certification, a supplemental affidavit stating whether there have been any changes in the facts stated therein and setting forth such changes. A new application is **not** required.
4. Applicants who are seeking to transfer applications to another judicial department (*see*, CPLR 9403 [1]) should promptly forward to this office an affidavit, under proper venue and caption, stating concisely the applicant's complete address at the time of the application to take the bar examination, a current complete address and the reason for the requested transfer. Intra-departmental changes of residence or mailing address should be promptly communicated to this office.
5. Naturalization certificates need not be forwarded to this office.
6. We are enclosing a summary checklist. Please return the completed checklist with your application.

ADMISSIONS OFFICE