

SUPPLEMENTAL BAR EXAMINATION APPLICATION FOR RETAKES INSTRUCTIONS/FEES/CHECKLIST

If you have submitted a North Dakota bar examination application within the last three years, these are the appropriate instructions to follow.

If it has been longer than three years since you submitted an application, a new bar application and investigative fee is required. Refer to the applicable bar examination instructions located under the Bar Exam/Bar Exam Application tab:

<https://www.ndcourts.gov/supreme-court/committees/board-of-law-examiners/bar-exam-application>

SUPPLEMENTAL APPLICATION PROCESS

It is your responsibility to read and follow all instructions carefully. Failure to comply with any instructions may result in rejection of your application.

An Affidavit Updating Previous Application is required to be filed in order to update the most recent bar examination application filed with the State Board of Law Examiners. Applicant must either acknowledge there are no changes to the prior bar examination application or amend/supplement the prior bar examination application. The Affidavit will be incorporated with the most recent bar examination application to become the final application to sit for bar examination for which application is being made.

A fee to update the character and fitness investigation may be required if determined by the State Board of Law Examiners. Applicant will be notified after receipt of the supplemental application packet whether an investigation fee will be required.

EXAM FEES

The exam fee is \$150.

No late fee is charged if a retake exam applicant is applying for the bar exam immediately subsequent to the exam in which the applicant was unsuccessful.**

A late exam fee is charged if it is beyond the bar exam immediately subsequent to the exam in which the applicant was unsuccessful. You do not need to include a late fee unless this applies to you.

See Checklist on following page.

[applicant's printed name]

CHECKLIST - RETAKE

The following items are required to be submitted to the State Board of Law Examiners as your supplemental bar examination application:

- A copy of this checklist affirmatively checking off that each item is included in your application packet or has been requested.

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	JULY BAR EXAM DEADLINES	FEES
<input type="checkbox"/>	Application postmarked by March 15	\$150 [examination fee]
<input type="checkbox"/>	Application postmarked after March 15 and on or before May 1	\$300 [\$150 examination fee + ** \$150 late exam fee] <i>**If you are applying for the bar exam given immediately subsequent to the exam in which you were unsuccessful, you may exclude the \$150 late fee. Pay only the \$150 exam fee.</i>
	NO APPLICATIONS POSTMARKED AFTER MAY 1 ARE ACCEPTED	

	FEBRUARY BAR EXAM DEADLINES	FEES
<input type="checkbox"/>	Application postmarked by October 1	\$150 [examination fee]
<input type="checkbox"/>	Application postmarked after October 1 and on or before November 1	\$300 [\$150 examination fee + **\$150 late exam fee] <i>**If you are applying for the bar exam given immediately subsequent to the exam in which you were unsuccessful, you may exclude the \$150 late fee. Pay only the \$150 exam fee.</i>
	NO APPLICATIONS POSTMARKED AFTER NOVEMBER 1 ARE ACCEPTED	

Fees are payable to the Board of Law Examiners only by check or money order; no credit cards are accepted.

- [Affidavit Updating Previous Application](#). File the ORIGINAL with the Board of Law Examiners. [This Affidavit will be incorporated with your most recent bar application to become your final application to sit for the bar examination.]
- 2" x 2" recent color photograph
- One executed original "Exam Petition" form [[Exam Petition](#)]
- One executed original North Dakota release form. [[ND Release](#)]
- Requests for special testing accommodations, if applicable, *must accompany this application*. Forms are available at: [Special Accommodation Request forms](#).

Retain a copy of your affidavit for your records as requests for a copy of your application will involve a copying charge.

Mail completed application packet to:

State Board of Law Examiners
Judicial Wing, 1st Fl.
600 E Boulevard Ave.
Bismarck, ND 58505-0530

Email: barexaminers@ndcourts.gov

Phone: 701-328-4201

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