

U.S. Supreme Court Trip | Application Instructions and Checklist

Getting Started

- ☐ Thoroughly read this checklist.
- ☐ Use the latest version of Adobe Reader to open the bar application after it has been downloaded. The application form will have a QR code on the bottom right corner of each page. The QR code will expand as you enter data into the form. Applications without QR codes on the 1st page will not be accepted. QR codes are recommended for the 2nd page but not required since that page can be hand written.
- ☐ Review Sample Application below for how to fill out each section.

Completing the Application

- ☐ Page 1 must be typed (not handwritten) and filled in its entirety. *Do not use all caps.*
- ☐ Page 2 may be typed or handwritten (if legible).
- ☐ Applicant must sign/e-sign and date the second page twice (under Certification and under the Oath). E-signatures can be DocuSign, Adobe signatures, or handwritten signatures that are then scanned and emailed.
- ☐ Leave the Motion for Admission section empty. You are being admitted in open court.
- ☐ Obtain original or scanned/e-signatures from your two sponsors on the same Page 2 of your application and include their addresses. Submitting two different signed Page 2's where one sponsor signs one and the other sponsor signs another copy is not accepted.
- ☐ The admission certificate contains the words "in the year of our Lord, two thousand" If you would prefer an alternative form that omits these words, check the "alternative certificate" box on Page 1 of the application form.
- ☐ Print the document. We highly recommend using a LaserJet printer when printing applications so that the QR codes are read correctly. Can be double-sided.

Certificate of Good Standing

- ☐ Obtain *one* Certificate of Good Standing (not proof of bar admission) that is...

- ☐ Administered by your US State Supreme Court (*NOT a state bar or a federal court*) – this is a common mistake for those licensed in California, Georgia, and Florida;

Exceptions include:

- District of Columbia Court of Appeals (DC Bar);
- Appellate Division of the Supreme Court of the State of New York: 1st, 2nd, 3rd, & 4th Division;
- New York Court of Appeals

- ☐ From where you have been *practicing for the past three consecutive years*;
- Note: If you are licensed in more than one state, you only need to submit one where you have been practicing for 3 years in good standing – this is the state that you will be “moved” under during the admission ceremony (everyone is lined up by state); If you wish to have a different state appear on your US Supreme Court Bar Admission Certificate, you can note that on the application under #1);
- ☐ An original Certificate (recommended) or digital version with visible seal;
- ☐ Issued not more than one year from the date the application is submitted.

Submitting the Application

- ☐ Double check *everything*!
- ☐ If you answered “yes” to any character & fitness questions, make sure you’ve included the required documentation asked for in sub-item 12(e).
- ☐ Paperclip your documents together. *Do not staple*.
- ☐ Mail (certified or overnight is recommended) the completed application and Certificate of Good Standing to the ABA address below to be delivered by March 31, 2026.

Attn: 2026 Supreme Court Trip
American Bar Association
Elle Wiles - Senior Lawyers Division
321 North Clark Street, 21st Floor
Chicago, IL 60654

- ☐ Wait to hear from Senior Lawyers Division staff to confirm they have received your materials.

Supreme Court of the United States

APPLICATION FOR ADMISSION TO PRACTICE

(Please do not submit attachments unless instructed to do so)
Fill out form online and print

If you don't have a work address, leave "Firm Name" blank and enter your home address below. This does mean you will have your home address under #5 as well.

Type everything on this page. Don't use "all caps."

Name as you want shown on your Certificate: Elwood P. Dowd

First Name: Elwood Last Name: Dowd
Middle Name: Peter Suffix:
Firm Name: The Law Offices of Elwood P. Dowd
Address: 157 West 48th Street
City: New York City State: NY Zip Code: 10036
Office Phone: 123-456-7890 Alternate Phone:
Email Address: epdowd@dowdlaw.com ☐ Check this box if you want the alternate Certificate described in the instructions.

1. City and state you want shown on your Certificate. City: New York City State: NY
2. Date of birth: 05/20/1908 3. Birth City: Indiana 4. Birth State/Country: PA
5. Residence Address: 123 Stewart Street
City: New York City State: NY Zip Code: 10036
6. Name of parents: (a) Mother's full maiden name Elizabeth Ruth Jackson
(b) Father's name Alexander Maitland Stewart

7. State court(s) of last resort to which you are admitted to practice, and date(s) of admission.

State Court	Date of Admission
<u>NY</u>	<u>06/07/1940</u>

8. Are you engaged in the practice of the law? ☒ Yes ☐ No State the nature of your practice, whether by self, in partnership, or associated with or employed by others, giving the name of the firm or employer.
The Law Offices of Elwood P. Dowd

9. List firms or other entities with which you have been formerly associated, or by which you have been employed, as a lawyer.

10. Undergraduate and legal education and when and where degrees received.

School	Degree	Location	Date Received
<u>Princeton University</u>	<u>B.A. English</u>	<u>Trenton, NJ</u>	<u>05/11/1932</u>
<u>Princeton University</u>	<u>J.D.</u>	<u>Trenton, NJ</u>	<u>05/07/1935</u>

11. Have you ever changed your name or been known by any name or surname other than those appearing on this application? ☐ Yes ☒ No
If so, state and give details.

12. (a) Have you ever been disciplined, disbarred, sanctioned, or suspended from practice before any court, department, bureau, or commission of the United States, or of any State, Commonwealth, Territory, Possession, or the District of Columbia, or have you received any public or private ☐ Yes ☒ No reprimands from any such entity pertaining to your conduct as a member of the bar?
(b) Are there any disciplinary proceedings presently pending against you? ☐ Yes ☒ No
(c) Have you been denied admission to the bar of this Court or the bar of any entity described in (a) above? ☐ Yes ☒ No
(d) Have you been convicted of a crime? (other than a minor traffic violation) ☐ Yes ☒ No
(e) If you answered "yes" to any of the questions in this paragraph you must provide a detailed explanation on a separate sheet and attach any relevant documentation concerning your answer.

COMPLETE CERTIFICATION ON FOLLOWING PAGE



If applicable, you may include more than one entity in #9. Use a semicolon to break up the list of entities. You can list more than one entity on each line.
You can leave this section blank if this section is not applicable to you.

Make sure each of these boxes in #11-12 are checked yes or no!

This QR code is required on page 1!

If you selected yes to any of the items in #12, follow the instructions of subitem (e)

Can write your name in here. Does not have to be typed for Page 2 but must be legible.

First Name: ELWOOD Last Name: DOWD

CERTIFICATION

I certify that I have read the foregoing questions and have answered them fully and frankly. The answers are complete and are true to my own knowledge.

4/10/2018
Date

[Signature]
(Applicant's Signature)

STATEMENT OF SPONSORS

We, [Title] Veta Simmons L [Suffix] and [Title] Harvey Rabbit [Middle Initial] [Suffix]

, being members of the Bar of the Supreme Court of the United States and not related to the applicant, state that the applicant is personally known to us, that the applicant possesses all the qualifications required for admission to the Bar of the Supreme Court of the United States, and that we have examined the applicant's personal statement and believe it to be correct, and we affirm that the applicant's moral and professional character and standing are good.

[Signature]
(Signature)

[Signature]
(Signature)

Office Address:
123 Birch Avenue
City: Ravenswood
State: IA Zip Code: 12345

Office Address:
157 West 48th Street
City: New York City
State: NY Zip Code: 10036

OATH OF ADMISSION

I, ELWOOD P. DOWD, do solemnly swear (or affirm) that as an attorney and as a counselor of this Court I will conduct myself uprightly and according to the law, and that I will support the Constitution of the United States.

4/10/2018
Date

[Signature]
(Applicant's Signature)

COMPLETE THE FOLLOWING ONLY IF ADMISSION IS ON WRITTEN MOTION (NOT IN OPEN COURT)

MOTION FOR ADMISSION

I, [Name], a member of the Bar of the Supreme Court of the United States, hereby move the admission of [Name] to the Bar of the Supreme Court of the United States. I am satisfied the applicant possesses the necessary qualifications.

Date (Movant's Signature)

Print Form Save

CLER-0079-5-07



The QR code on Page 2 is recommended but not required.