



## New York Bar Admissions Checklist

### Take the MPRE

- Take during 2L year or as early in 3L year as possible.
- NY requires a scaled score of 85/150. 32 out of 50 generally results in a scaled score of 85.
- Administered three times per year in March, August, and November.
- Contact the Office of Academic and Bar Success for information about a free MPRE prep course.



### Create Accounts

- Create an NCBE account and receive an NCBE number. 
- Create a BOLE account and receive a BOLE ID 



### NYLC & NYLE

- Complete the New York Law Course (must be completed a minimum of 30 days prior to taking the New York Law Exam).
- Register for the NYLE (30 days prior to exam)
- Take the NYLE (offered three times per year in April, September, and December).

### Register for Bar Prep

- Helix Bar Review is free to all students sitting in a UBE jurisdiction. Use the registration code and instructions provided by the COL to access the course.
- Kaplan Bar Review is free to all students sitting in a non-UBE jurisdiction. Follow the directions provided via email from Kaplan to access the course.



### Apply for the Exam

- Apply online between October 1 and October 31 for the February exam, and between March 1 and March 31 for the July exam.
- You must have both your NCBE ID number and your BOLE ID to apply.
- You will also need a copy of your law school transcript to answer certain questions.
- Remember to follow the instructions to register your laptop. If you miss the deadline, you will be required to handwrite your exam.



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## Pro Bono Requirement

- Prior to seeking admission, you will need to complete 50 hours of pro bono work.
  - Your pro bono supervisor—not the law school—will complete your affidavit of compliance.
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## Skills Competency

- Prior to seeking admission, you will need to satisfy the skills competency requirement.
  - Must submit proof you completed 15 credits of practice-based experiential coursework.
  - Up to 6 of the required 15 credits may be earned in non-credit bearing summer employment experiences.
  - The COL will certify your compliance with this requirement.
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## Application for Admission

- Application forms are uniform across the four appellate departments.
  - In the Second, Third, and Fourth Departments, you can file application papers anytime after you've taken the bar exam. The First Department will only allow you to file after you have passed the exam.
  - You must have each of the following to submit an application: application for admission questionnaire, good moral character affidavits, employment affidavits, law school certificates, pro bono affidavits, an original form certificate from the law school (submitted by you to the COL and then submitted by the COL to the appellate department).
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Questions may be submitted to [barsuccess@syr.edu](mailto:barsuccess@syr.edu).

Note: All information above is subject to change by the NY BOLE.

Please visit the NY State Board of Law Examiners website for the most up to date information.

