

Virginia

Bar Admission Checklist



Find details on exam dates, registration deadlines, special accommodations, and current fees.

The Virginia bar admissions process is lengthy and intricate, but we're here to guide you. There are many steps involved as the date of the exam nears. Start at least a year (or more, if you can) in advance of the bar exam date. Here's what you need to know and do for Virginia Bar admission:

☐ Create NCBE, VBBE Accounts | Before You Apply

My NCBE Number: My VBBE Account:

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 two of the Virginia Bar Exam.

Most students create an NCBE account when registering for the MPRE. **Register with the NCBE at:** ncbex.org/exams/mpre/registration/

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

See a sample VBBE bar exam checklist at: barexam.virginia.gov/pdf/SampleChecklistSOF.pdf

See a sample bar exam application at: barexam.virginia.gov/pdf/SampleApplicationOpt1.pdf

☐ Take the MPRE | Multistate Professional Responsibility Exam

We recommend taking the MPRE any time during your 2L year or as early in your 3L year as possible. Virginia requires an MPRE scaled score of 85 or higher which may be achieved at any time before taking the bar exam or prior to the expiration of a passing Virginia bar exam score. Passing Virginia bar exam scores are valid for 5 years from the date of the examination. The MPRE requirement must be met before you can be licensed. A raw score of approximately 32 correct out of 50 usually converts to a scaled score of 85. Applicants must provide verification of their MPRE score for admission to the Virginia Bar. You can request that your score be sent directly to Virginia 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 on a first come, first served basis. **Scan the QR code on the front page for exam dates, accommodation and exam registration deadlines, and current fees.**

Register for the free BARBRI MPRE Review course at: barbri.com/mpre

The online, on-demand BARBRI MPRE Review course allows you to watch specific lecture segments that correspond with a particular topic module. The course is accompanied by an outline book (hard copy and/or digital), lecture handout, multiple practice exams, and BARBRI's exclusive multiple-choice questions.

□ Secure Your Bar Prep | Start Early For Full Advantages

Ready for bar prep? We're here for you. We've spent over 50 years optimizing and investing in legal education and bar review. That's a proven track record. And that's why every minute you spend with BARBRI Bar Review statistically increases your chances of passing.



Most Passes

Nearly 90% of our students who do the average amount of prep pass the bar exam. Don't just take our word for it, though. Ask the 1.435 million lawyers, judges and legal professionals who have passed using BARBRI.



Most Points

Master bar exam content with expert lectures from the best law professors in the country and a bank of 5K+ practice multiple-choice questions. The result? Studies show BARBRI students score more points compared to students who don't study with BARBRI.



Most Personalized

BARBRI is personalized to you from the beginning. ISAAC is the proprietary engine that creates a smart bar prep Personal Study Plan for you from day one. It updates based on time left until your exam, customizations you make, and the most statistically significant topics for passing the bar.



Most Students

The largest pool of students prepare for the bar with BARBRI. In fact, more students prepare with BARBRI every year than all other bar prep courses – combined. For an exam with a curved score, that means you can trust us to analyze your chances of passing before you even sit for the exam.

Enroll early and gain immediate access to 2L/3L Exam Success and early access to Early Start Bar Review. **Enroll at:** barbri.com/pricing.

If you are billing a firm, congratulations! BARBRI has trusted direct billing relationships with over 500 law firms. **Learn more about billing a law firm at:** barbri.com/firm-pay.

If you're going into Public Interest, you may qualify for a BARBRI Bar Review Public Interest Scholarship. **Apply in less than 5 minutes at:** barbri.com/public-interest.

□ Apply for the Bar Exam | Gather Materials and Follow Guides

To be eligible to sit for the Virginia Bar Exam, you'll need to complete your application online and 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 sample application available. You should use them as guides when gathering all required forms and documents to ensure you submit a complete application packet.



Find current bar exam application fees and deadlines at: www.barbri.com/states/virginia-bar-exam/ or by scanning the QR code.

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

Find a complete list of applicable rules at: barexam.virginia.gov/pdf/VBBERules.pdf

□ Submit Character + Fitness Information | Start Early, Expect a Thorough Check

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 information on any criminal or civil proceedings to which you were a party. Candor is key. You will also need to submit copies of documents like 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 your identity and obtain copies of any documents necessary for their investigation.

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. Print single-sided only.
- **Checklist:** A detailed checklist will print with your application forms. Follow all instructions on the checklist to ensure you are submitting a complete application.
- For your records, make a photocopy of all forms and documents submitted to the VBBE.

□ Register Your Laptop | Use for Essays

The Virginia Bar Exam includes a significant writing component, and we strongly encourage you to use a laptop for maximum efficiency. If you fail to register for the Laptop Program, you will have to handwrite the exam.

Laptop registration begins the **second Wednesday of January** for the February exam and the **second Wednesday of June** for the July exam.

The Board of Bar Examiners offers all timely filed bar exam applicants the ability to use their laptop computers for the essay portion of the Virginia Bar Exam. They have contracted Extegrity, to provide this service. All applicants who timely and properly register for the laptop program will be allowed to participate.

All payments must be made to Extegrity. You will be required to download, install and verify the operation of Extegrity Exam4 software on your laptop prior to the exam. **There is a fee for participation in the laptop program. Scan the QR code on the front page for the current required fee.** The fee covers software licensing plus additional administrative costs associated with administration of the Laptop Program. The entire fee is payable to Extegrity, which only accepts payment via the registration form.

For more information on registering a laptop, visit the Virginia Board of Bar Examiners website at: barexam.virginia.gov/bar/laptop/barltpg.html

□ Take the Bar Exam | Every February + July / Final Tuesday + Wednesday

The Virginia Bar Exam is a two-day exam that requires a passing score of 140. Exam components include:

- **Day one (60% of score):** consists of nine essay questions plus 10 multiple-choice questions with emphasis on Virginia law.
- **Day two (40% of score):** is the 200-question, multiple-choice Multistate Bar Exam (MBE). Applicants may transfer an MBE scaled score of 133 or greater, taken within the preceding 3 years, to be able to sit for only the essay portion of the exam.

Virginia essay subjects: Contracts, Creditors' Rights, Criminal Law, Domestic Relations, Evidence, Local Government Law, Professional Responsibility, Real Property, Torts, Uniform Commercial Code, Virginia Civil and Criminal Procedure (including appellate practice), Wills, Trusts and Estate.

MBE test subjects: Constitutional Law, Contracts/Sales, Criminal Law/Procedure, Evidence, Federal Civil Procedure, Real Property, Torts

Helpful tip: Remember to bring an extension cord in case your laptop charger does not reach the provided outlet.

Virginia State Bar

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

For questions or to find your school's BARBRI Director of Legal Education, please contact: service@barbri.com.

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