



District of Columbia Court of Appeals
Committee on Admissions
District of Columbia Court of Appeals

**INSTRUCTIONS
EMERGENCY EXAM WAIVER ADMISSION APPLICATION**

Applications for admission under Rule 46-A will be accepted January 11, 2021 through April 30, 2021. There is no late period for these applications. Applications will be processed on a rolling basis. Please review the rule for eligibility requirements:

<https://www.dccourts.gov/sites/default/files/2020-11/DCCA%20Rule%2046-A.pdf>

TO APPLY:

1. Pursuant to Rule 46-A applicants should have already created an account and timely submitted and paid fees for a bar exam application in 2020. (R. 46-A(a)(2). The documents on your account will be used for your Rule 46-A application.

First time applicants to D.C. who obtained a waiver for this requirement must create an account. To create an account follow the instructions after following this link:

https://join.dcbbar.org/eweb/DynamicPage.aspx?Site=COA&WebCode=Verify&ct2_process=UBETestScores (Please note that the category will be “UBETestScores”.)

2. **If you are a first time D.C. applicant**, you must complete a character and fitness questionnaire located on the NCBE website. A link to the questionnaire is provided through your application account. **Fees for the character and fitness questionnaire are paid directly to NCBE online.**
3. You must have a minimum MPRE score of 75 to apply. Upload a copy of your unofficial score report to your joindcbbar.org account if you have not already done so.
4. All applicants must complete the Application for Exam Waiver Admission (EEW) Form **only after you have completed steps 1 through 3**. You may access the fillable form at this link:
<https://www.dccourts.gov/sites/default/files/divisionspdfs/committee%20on%20admissions%20pdf/Application%20-%20Exam%20Waiver%20Admission%20Rule%2046-A.pdf>
Email your completed EEW to: cweletz@dcappeals.gov.
5. Applicants who deferred the application fees from a 2020 bar exam have no further payment. Applicants who received refunds, or first time D.C. applicants can pay the fee of \$232.00 by cashier’s check or money order, payable to Clerk, Court of Appeals, and mail it to: Committee on Admissions, 430 E St. NW, Room 123, Washington, DC 20001. (Personal checks and firm checks are not accepted.) If you are a first-time applicant and do not have a joindcbbar.org account, please contact cweletz@dcappeals.gov before submitting your application on through your joindcbbar.org account or with any questions.