

IMPORTANT NOTICE REGARDING JULY SWEAR IN CEREMONY

In the months of July and December, there are two options for performing the attorney oath. Certified attorneys may choose one or both methods. **Please read this notice in its entirety.**

Option #1 – Complete the swear in process in absentia in any jurisdiction as explained here:

https://www.dccourts.gov/sites/default/files/divisionspdfs/committee%20on%20admissions%20pdf/Instructions_For_In_Absentia_Swear_Ins.pdf

Option #2 - Attend the ceremony

You may opt to attend a swearing in ceremony which will be held on July 13, 2018 at 10 am at the Court of Appeals, Historic Courthouse located at 430 E Street, NW, Washington, D.C. 20001. **You must sign up if you wish to attend this ceremony.** (Attendance is on a first come, first served basis). You may sign up by sending an email to: RSVPCeremony@dcappeals.gov. Write “last name, first name” in the subject line. You will receive a confirmation within 48 hours and be assigned a time to attend. Although you are permitted to bring guests, **guests will not be allowed in the court room where the ceremony is conducted.**

If you choose to attend the swearing in ceremony at the Court of Appeals, you must complete a Supplemental Questionnaire and bring it to the ceremony. It must be notarized no more than 3 days before the ceremony. You may access the supplemental questionnaire here: <https://bit.ly/2HGjRD1>. The Supplemental Questionnaire is to be used to report changes in your status since you applied for admission. A “yes” response to any item requires additional review by the Committee on Admissions before you complete the swearing in process. If you answer “no” to all of the questions you may continue with the swearing in process. Supplemental Questionnaires must be notarized no more than three days before you complete the oath.

Option #3 – Follow the instructions for Option #s 1 & 2

If you choose to be sworn in before the July 13th ceremony, you may still attend the ceremony at the Court of Appeals by signing up (follow the instructions above)-- as long as there are seats remaining. Bring your confirmation email to the ceremony showing that you have already submitted your Supplemental Questionnaire and Attorney Oath form.