

**District of Columbia
Court of Appeals**



Administrative Order 3-18

BEFORE: Blackburne-Rigsby, Chief Judge; Glickman, Fisher, Thompson, Beckwith, Easterly, and McLeese, Associate Judges.

A M E N D E D O R D E R
(FILED – May 25, 2018)

WHEREAS, this court recognizes that many applicants seeking admission to the Bar of this court do not reside in the Washington, DC metropolitan area; and

WHEREAS, D.C. App. R. 46 (k) provides that an applicant for admission to the Bar of this court whose name is on an order of admission entered by the court or who is certified for admission by the Committee on Admissions, shall take the oath and sign the roll of attorneys within 90 days from the date of the admission order or the certification; and

WHEREAS, D.C. App. R. 46 (k)(2) provides that an applicant shall sign the roll of attorneys in the office of the Clerk of the Court; and

WHEREAS, D.C. App. R. 46 (l) states that an applicant shall take the “oath before the court or the Clerk of the Court . . . , unless granted permission to be admitted in absentia”; it is

ORDERED that upon receipt of notification from the Committee on Admissions, applicants shall complete the admission process within 90 days from the date of the admission order or of the certification. It is

FURTHER ORDERED that upon receipt of notification from the Committee on Admissions, applicants who have been certified for admission may complete the admission process in absentia by scanning and saving the Supplemental Questionnaire and the executed Attorney Oath of Admission as a PDF titled: “Oath_Last Name_First Name” and email it to attyoath@dcapeals.gov. Applicants should write “oath” in the subject line of the email. It is

FURTHER ORDERED that applicants wanting to be formally sworn in before the court can request to be sworn in subject to availability at the swearing in ceremonies held in July and December. Opting to participate in a formal ceremony does not obviate the requirement that an applicant take the oath and sign the oath form (roll of attorneys) within 90 days from the date of admission order or certification. It is

FURTHER ORDERED that an applicant who fails to take the oath and sign the oath form (roll of attorneys) within 90 days from the date of the admission order or the certification may file, within one year from the date of the order or certification, an affidavit with the Director of the Committee on Admissions explaining the cause of the delay. Upon consideration of the affidavit, the Committee may reapprove the applicant and file a supplemental motion with the court or may deny the applicant's admission and direct the applicant to file a new application for admission (*see* D.C. App. R. 46 (k) (3)). It is

FURTHER ORDERED that this administrative order is effective nunc pro tunc to April 25, 2018.

PER CURIAM