



When seeking admission to the bar, the disclosures in your law school application must be consistent with the disclosures that will be required by the jurisdiction in which you seek to be admitted. Florida is among the most exacting states in this regard. Therefore, the Florida Board of Bar Examiners requires that we assure you have had the opportunity to update your *law school* application so all information for your upcoming *bar* application is accurate, complete, and up-to-date. This obligation includes a duty to communicate candidly, comply with deadlines, avoid dishonesty, and comply with applicable rules.

Therefore, you are required to fill out this form, which reminds you of the specific questions you have answered, and to give you an opportunity to update your Law School Application so there will be no gaps or discrepancies that might delay or interfere with your ability to become a licensed attorney.

Simply select the correct statement, indicated by sections A, B, or C, then sign, date, and deliver a hardcopy of the signed form to the Student Affairs Office by October 01, as instructed below.

If you have no need to update your law school application, select A.  
If you need to update your law school application, select B.  
If you are not sure that an amendment is needed, select C.

Additional instructions are below.

**Your law school application includes the following disclosure questions:**

1. **ACADEMIC:** Have you been placed on academic warning in postsecondary studies?
2. **ACADEMIC:** Have you been placed on academic probation in postsecondary studies?
3. **ACADEMIC:** Have you been academically suspended or dismissed in postsecondary studies?
4. **ACADEMIC:** Have you ever been requested or advised to discontinue postsecondary studies for academic reasons?
5. **ACADEMIC:** Have you ever been dropped, expelled, or required to withdraw for academic reasons from any postsecondary institution?
6. **CONDUCT:** Have you ever been accused of a violation of the student conduct code or honor code at a postsecondary institution?

7. **CONDUCT:** Have you received a warning or probation for reasons of conduct at a postsecondary institution?
8. **CONDUCT:** Have you ever been dropped, expelled, suspended, required to withdraw, or otherwise disciplined for conduct reasons at a postsecondary institution?
9. **CONDUCT:** Have you been requested or advised to discontinue your studies for reasons of conduct at a postsecondary institution?
10. **LEGAL:** Have you ever:
  - Been convicted of a criminal offense in any city, state or country, other than a minor traffic offense;
  - Entered into a plea of guilty or nolo contendere (no contest) to a criminal offense;
  - Had adjudication of guilt withheld for a criminal offense;
  - Participated in a first-offender or pre-trial diversion program or its equivalent; or
  - Committed any criminal offense where the records have been sealed or expunged?  
*\*NOTE: Driving under the influence is not a minor traffic offense. Criminal offenses include those committed as a juvenile.*
11. **LEGAL:** Have you ever been charged with a violation of the law, which resulted in probation, community service, jail sentence?
12. **LEGAL:** Are there any pending criminal charges that have been filed against you?
13. **LEGAL:** Has your driver's license ever been restricted, revoked, suspended due to a violation or have you ever been charged with a traffic violation that resulted in a fine (or fine and court fees) of \$200 or more?
14. **LICENSURE:** Have you been denied professional licensure; had a professional license revoked or suspended; or have been subject to disciplinary action by any licensure board or agency?

**At the end of your application, you confirmed and agreed with the following statements:**

Candor and truthfulness are the hallmarks of the legal profession. Review the information in your application and any attachments to ensure the statements are accurate and complete. Your electronic certification and signature attest that you have answered each question accurately and thoroughly without omission and that you understand and agree to the following:

- I understand and agree that this application and supplemental materials, including my academic records, may be reviewed by the Admissions Committee and the administration of NSU College of Law.
- I understand that any misrepresentation or omission may result in disciplinary action taken by NSU College of Law. Disciplinary action taken by NSU College of Law may include revocation of matriculation, suspension, expulsion, or revocation of the degree and additional steps necessary to protect the integrity of its programs. Such action will

become part of my student record and be provided to the appropriate state bar authority upon request.

- I understand that my admission to a state bar as a licensed attorney may be delayed or precluded by my having made misstatements on this application.
- I understand that misstatements, misrepresentations, or omissions on my application for admission to NSU may be referred for investigation by the Law School Admission Council (LSAC) Subcommittee on Misconduct and Irregularities in the Admission Process.
- I agree to abide by all rules and regulations of NSU College of Law. I understand that all documents and materials submitted as part of my application for admission become the property of Nova Southeastern University and NSU College of Law and will not be returned to me for any reason.

**Step One:** **Review the responses in your original law school application and any amendments submitted to date.**

**Step Two:** **Check and complete either Part A, B, or C (only one) below. This form can be found under the Student Forms tab on the Intranet.**

**Step Three:** **You MUST submit a signed hardcopy of this form to DeAndra Clark, Administrative Coordinator, in the Student Affairs Office no later than **September 30, 2016.****

**Please Note:**

**A disclosure that should have been made in your original application will be considered timely if made no later than November 1st (see Section 4.6.3 of the Code of Academic Regulations).**

**Part A**

*I have reviewed my original law school application and confirm that the responses I have provided to all questions on my application (and any previously submitted amendments thereto) for admission to the Shepard Broad College of Law at NSU are accurate and complete.*

*I understand that when I file a Registrant Bar Application or Bar Application, the Florida Board of Bar Examiners (or any other state bar registration or application overseer) will be given access to my law school application and any amendments thereto, and will compare my submissions to them and to the law school.*

**Name (print):** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



**PART B**

*I have reviewed my original law school application and I request permission to amend my application (and any previously submitted amendments thereto), for the reasons stated below. I request an appointment with the Assistant Dean of Students to discuss this request. I understand that the Assistant Dean of Students will review this request and decide what action(s) to take in response hereto. The law school's actions may include acceptance of the amendment with no consequences, the issuance of sanctions by the Assistant Dean of Students, the filing of a complaint with the Academic Disciplinary Board, revocation of my admission or any other action deemed appropriate under the circumstances. I understand that the factors the law school takes into account in deciding what actions to take include, but are not limited to, the submission date of the request, the date and seriousness of any matter(s) reported herein, post-occurrence behavior and any intent to deceive the law school. The law school has made no representations or promises to me as to what actions it would take in my individual case.*

*I understand that when I file a Registrant Bar Application or Bar Application, the Florida Board of Bar Examiners (or any other state bar registration or application overseer) will be given access to my law school application and this and any other amendments thereto, and will compare my submissions to them and to the law school.*

**Name (print):** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



**PART C**

*I have reviewed my original law school application (and any previously submitted amendments thereto) and I am not sure if I need to amend my law school application because of the reason(s) stated below. I am requesting an appointment with the Assistant Dean of Students to discuss whether an amendment is needed.*

*If an amendment to my law school application is needed, I understand that the Assistant Dean of Students will review my request and decide what action(s) to take in response hereto. The law school's actions may include acceptance of the amendment with no consequences, the issuance of sanctions by the Assistant Dean of Students, the filing of a complaint with the Academic Disciplinary Board, revocation of my admission or any other action deemed appropriate under the circumstances. I understand that the factors the law school takes into account in deciding what actions to take include, but are not limited to, the submission date of the request, the date and seriousness of any matter(s) reported herein, post-occurrence behavior and any intent to deceive the law school. The law school has made no representations or promises to me as to what actions it would take in my individual case.*

*I understand that when I file a Registrant Bar Application or Bar Application, the Florida Board of Bar Examiners (or any other state bar registration or application overseer) will be given access to my law school application and this and any other amendments thereto, and will compare my submissions to them and to the law school.*

(State your reason or question here).

**Name (print):** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_